

**CITY OF CLAYTON BOARD OF ALDERMEN  
TUESDAY, MAY 23, 2017**

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**NO DISCUSSION SESSION**

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**CITY OF CLAYTON BOARD OF ALDERMEN AGENDA  
TUESDAY, MAY 23, 2017 – 7:00 P.M.  
CLAYTON CITY HALL - COUNCIL CHAMBERS  
10 N. BEMISTON AVENUE**

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**ROLL CALL**

**MINUTES – May 9, 2017**

**PUBLIC REQUESTS & PETITIONS**

1. Presentation of the Life-Saving Reward for Officer Mike Talbot.

**REPORT FROM THE CITY MANAGER**

1. Motion – To approve appointments to the Boards and Commissions.
2. Presentation of the 2016 Plan Commission/Architectural Review Board Annual Report.
3. Update on status of ongoing projects - *Craigslist*.

**ADJOURNMENT**

**EXECUTIVE SESSION**

Subject to a motion duly made in open session and a roll call vote pursuant to Section 610.022 the Board of Aldermen may also hold a closed meeting, with a closed vote and record for one or more of the reasons as authorized by Section 610.021(1), (2) and (3) Revised Statutes of Missouri, relating to legal issues, real estate and/or personnel, negotiation of a contract pursuant to Section 610.021(12) RSMO., proprietary information pursuant to Section 610.021(15), and/or information related to public safety and security measures pursuant to Section 610.021(18) and (19) RSMO.

*Agenda topics may be added or deleted at any time prior to the Board of Aldermen meeting without further notice. To inquire about the status of agenda topics, call 290.8469. Individuals who require an accommodation (i.e., sign language, interpreter, listening devices, etc.) to participate in the meeting should contact the City Clerk at 290.8469 or Relay Missouri at 1.800.735.2966 (TDD) at least two working days prior to the meeting.*

## THE CITY OF CLAYTON

Board of Aldermen  
City Hall – 10 N. Bemiston Avenue  
May 9, 2017  
7:00 p.m.

### Minutes

Mayor Sanger called the meeting to order and requested a roll call. The following individuals were in attendance:

Aldermen: Mark Winings, Joanne Boulton, Alex Berger, Rich Lintz, Ira Berkowitz, and Michelle Harris

Mayor Sanger  
City Manager Owens  
City Attorney O'Keefe

**Alderman Berger moved to approve the April 25, 2017 (1<sup>st</sup> & 2<sup>nd</sup> meetings). Alderman Boulton seconded.**

**The motion to approve the minutes passed unanimously on a voice vote.**

### PUBLIC REQUESTS AND PETITIONS

None

### RECOGNITIONS

Mayor Sanger presented a proclamation to Clifford R. James, former Clayton City Manager, 1965-1976.

Mayor Sanger presented certificates to the members of MYAC for their participation.

Mayor Sanger presented a plaque of special recognition to Anna Anzilotti for her outstanding role in MYAC.

### A PUBLIC HEARING TO CONSIDER APPROVING A RESOLUTION FOR A CONDITIONAL USE PERMIT FOR 30 NORTH RESTAURANT AT 30 N. CENTRAL AVENUE

**Mayor Sanger opened the Public Hearing and requested proof of publication.**

City Manager Owens reported that this is a public hearing to consider an application for a Conditional Use Permit submitted by Brian Ivy, Architect on behalf of Chris Sedlak, business owner, to allow the operation of a 3,578 square-foot, 93-seat restaurant to be known as 30 North (formerly occupied by Jennifer's Pharmacy).

The applicant describes the intent of the restaurant as "to create a relaxed, intimate setting but still a somewhat social environment for our customers to enjoy good food and drinks." Proposed hours of operation are 10:00 a.m. to 1:00 a.m. seven days a week. The casual restaurant will feature a chef created menu with small plates and a bar. Delivery service from the restaurant is not proposed. Outdoor dining to accommodate 16 patrons will be considered by staff at a later date. A liquor license will be required and considered by the Board of Aldermen at a later date.

Deliveries to the restaurant will be made in the morning to the rear of the building. Trash will be stored in existing dumpsters located in the rear of the building. The applicant intends to participate in a recycling program.

Because the restaurant is greater than 3,000-square-feet, off-street parking must be provided at a rate of three parking spaces for every five seats on a pro-rated percentage for the square footage in excess of 3,000. Eleven parking spaces are required for this restaurant. Five off-street parking spaces are provided on-site, which, according to the applicant/restaurant owner, will be used by employees. The applicant is contracting with Clayton Valet to provide parking valet service to patrons and is requesting a parking waiver for off-street parking requirements.

The Plan Commission considered this request at their meeting of April 17<sup>th</sup> and voted to recommend approval with the condition that the restaurant owner secure and maintain parking for six vehicles, in addition to the five on-site spaces, pursuant to the City's parking regulations (valet parking agreement is acceptable) and that written proof be submitted to the City. The Architectural Review, at their meeting of April 17<sup>th</sup>, voted to approve exterior alterations to the front façade.

Recommendation is to approve a Conditional Use Permit for the operation of 30 North Restaurant at 30 North Central Avenue.

Brian Ivy, architect, representing the owner, Brian Sedlak, addressed the Board stating that the owner has requested to change the name to the restaurant from 30 North to the Pelican Bar.

In response to Alderman Berkowitz' question, Mr. Ivy confirmed that Brian Sedlak owns the old Barrister's Restaurant building and that due to trouble with the costs to renovate he ended up not going forward with that project.

In response to Alderman Berkowitz' question, Mr. Ivy stated that they are hoping to open the restaurant in the fall.

In response to Mayor Sanger's question, Mr. Ivy said that they will begin construction within the next 30 days.

In response to Alderman Lintz' question, Mr. Ivy stated that the building currently has two front doors, but after construction renovations there will be only one door.

**Mayor Sanger closed the Public Hearing.**

**Alderman Winings moved to approve Resolution No. 17-08, as amended to change the name to Pelican Bar, granting a Conditional Use Permit for 30 N. Central Avenue. Alderman Boulton seconded.**

A PUBLIC HEARING TO CONSIDER APPROVING A RESOLUTION FOR A CONDITIONAL USE PERMIT FOR GARBANZO MEDITERRANIAN FRESH RESTAURANT AT 8143 MARYLAND AVENUE

**Mayor Sanger opened the Public Hearing and requested proof of publication.**

City Manager Owens reported that this is a public hearing to consider an application for a Conditional Use Permit submitted by Alvah Levine, Architect on behalf of James Park, CEO of Garbanzo Mediterranean Grill, LLC, to allow the operation of a 1,652 square-foot, 46 seat restaurant to be known as Garbanzo Mediterranean Fresh (formerly occupied by Companion Bakery).

The applicant describes the restaurant as “a quick serve casual dining establishment serving Mediterranean food.” Proposed hours of operation are 11:00 a.m. to 10:00 p.m. seven days a week.

Outdoor dining to accommodate 40 patrons will be considered by staff at a later date. The applicant is proposing the addition of a walk-in cooler to the rear of the building, which will be reviewed as part of the building permit process.

Delivery service from the restaurant is not proposed. Deliveries to the restaurant will be made two or three times a week in the morning to the rear of the building. Trash will be stored in existing dumpsters located in the rear of the building. The applicant will participate in a recycling program.

Because the restaurant is less than 3,000-square-feet and located inside of the Central Business District, off-street parking is not required. The property includes 8 off-street parking spaces, accessibly from the alley off of Forsyth Boulevard. According to the restaurant owner, 5 of those spaces will be used by employees and the remaining 3 for use by patrons. Public street parking is available along Maryland Avenue and Forsyth Boulevard.

The Plan Commission considered this request at their meeting of May 1<sup>st</sup> and voted to recommend approval with the condition that no outdoor music or speakers be allowed.

Recommendation is to approve a Conditional Use Permit for the operation of Garbanzo Mediterranean Fresh at 8143 Maryland Avenue.

Eddie Cherry and Alvah Levine, architect, representatives on behalf of the owner, James Park, addressed the Board to answer questions.

In response to Mayor Sanger’s question, Mr. Levine stated that they are planning to open later in the year.

**Mayor Sanger closed the Public Hearing.**

**Alderman Winings moved to approve Resolution No. 17-09, granting a Conditional Use Permit for Garbanzo Mediterranean Fresh Restaurant located at 8143 Maryland Avenue. Alderman Boulton seconded.**

**The motion passed unanimously on a voice vote.**

#### ALDERMANIC COMMITTEE ASSIGNMENTS

The following assignments are proposed by Mayor Sanger:

Clayton Century Foundation  
Alderman Mark Winings  
Alderman Michelle Harris

CRSWC  
Alderman Alex Berger III  
Alderman Ira Berkowitz

Plan Commission/ARB  
Alderman Joanne Boulton

Economic Development Advisory Committee  
Alderman Alex Berger III  
Alderman Michelle Harris

Parks & Recreation Commission  
Alderman Mark Winings  
Alderman Ira Berkowitz

Public Art Advisory Committee  
Alderman Joanne Boulton

Non-Uniformed Employees Retirement  
Fund Board

Alderman Alex Berger III  
Alderman Rich Lintz

Uniformed Employees Retirement Fund Board

Alderman Alex Berger III  
Alderman Rich Lintz

Sustainability Committee

Alderman Ira Berkowitz  
Alderman Michelle Harris

Other

Alderman Rich Lintz-St. Louis County Municipal League

**Alderman Winings moved to approve the aldermanic appointments to the Boards and Commissions. Alderman Boulton seconded.**

**The motion passed unanimously on a voice vote.**

AN ORDINANCE TO CONSIDER APPROVING THE APPOINTMENTS TO THE DANIELE  
COMMUNITY IMPROVEMENT DISTRICT (CID) BOARD OF DIRECTORS

City Manager Owens reported that on February 12, 2013 the City of Clayton created the Daniele Community Improvement District (CID) for the property located at 216 N. Meramec Avenue, now operating as a Hampton Inn & Suites. The CID imposes an additional 1% sales tax on the hotel (including hotel room, restaurant and gift shop sales) and an additional \$3.00 per occupied room per night special assessment. The CID uses the revenues from the sales tax and special assessment to reimburse the Developer for certain eligible redevelopment costs totaling \$2,250,000.

The CID is governed by a five-member board of directors appointed by the Mayor with the consent of the Board of Aldermen. Only registered voters residing within the CID and the authorized representatives of property owners within the CID may be appointed to the Board of Directors. In this case, the Developer is the sole property owner within the CID. The initial Board of Directors of the CID is as follows:

|                  |             |
|------------------|-------------|
| Michael Manna    | 2 year term |
| Conor Pandl      | 2 year term |
| John Kudla       | 2 year term |
| Michael Mullenix | 3 year term |
| Greg Mullenix    | 3 year term |

The CID is requesting that Michael Manna and Conor Pandl be reappointed and that their terms expire February 12, 2018. The CID is requesting that Kevin Chapman be appointed in place of John Kudla and that his term expire February 12, 2018. Finally, the CID is requesting that Greg Mullenix and Michael Mullenix be reappointed and that their terms expire February 12, 2019.

Recommendation is to approve the ordinance.

**Alderman Winings introduces Bill No. 6610, an ordinance to approve the appointments to the Daniele Community Improvement District Board of Directors to be read for the first time by title only. Alderman Boulton seconded.**

**City Attorney O'Keefe Reads Bill No. 6610, an Ordinance of the City of Clayton, Missouri, Approving the Reappointment of Certain Board of Directors for the Daniele Community Improvement District for the first time by title only.**

**The motion passed unanimously on a voice vote.**

**Alderman Winings moved that the Board give unanimous consent to consideration for adoption of Bill No. 6610 on the day of its introduction. Alderman Boulton seconded.**

**The motion passed unanimously on a voice vote.**

**Alderman Winings introduces Bill No. 6610, an ordinance to approve the appointments to the Daniele Community Improvement District Board of Directors to be read for the second time by title only. Alderman Boulton seconded.**

**City Attorney O'Keefe Reads Bill No. 6610, an Ordinance of the City of Clayton, Missouri, Approving the Reappointment of Certain Board of Directors for the Daniele Community Improvement District for the second time by title only.**

**Alderman Winings – Aye; Alderman Boulton – Aye; Alderman Berger – Aye; Alderman Lintz – Aye; Alderman Berkowitz – Aye; Alderman Harris – Aye; and Mayor Sanger – Aye. The bill was adopted and became Ordinance No. 6478 of the City of Clayton.**

**AN ORDINANCE TO CONSIDER APPROVING THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION AGREEMENT FOR THE MARYLAND AVENUE RESURFACING PROJECT**

City Manager Owens reported that in March of 2016, the City of Clayton applied for a grant from the East-West Gateway Council of Governments to resurface Maryland Avenue from Hanley Road to the west City limits (just west of Gay Ave.). The project qualified for funding through the Surface Transportation Program. Last fall the City received notification that this project has been approved for funding by East-West Gateway and recently were provided the program agreement.

The total programmed project cost is estimated to be \$1,264,947.00. Seventy-five percent of the estimated project cost (\$948,710.00) will be federally funded through East West Gateways Transportation Improvement Program (TIP). The project design, and any easement/right-of-way acquisition will be funded by the City. This cost is estimated to be \$114,295.00 for a total City contribution, with construction, of \$316,237.00 (twenty-five percent of project cost). This project is budgeted over 3 years with design beginning in 2017 and construction taking place in 2019.

The programmed project will include the milling and replacement of 2 inches of asphalt, replacement of select curb & gutter where needed, and improvement of curb ramps to ADA standards.

The Missouri Department of Transportation has provided this agreement, which the Missouri Highways and Transportation Commission will not approve if modified in any way.

Recommendation is to approve the ordinance authorizing execution of an agreement with the Missouri Highways and Transportation Commission for the funding of the Maryland Avenue Resurfacing Project.

City Manager Owens added that consideration of bike facilities will be included in the design phase. We have not yet selected the design firm and will of course scope out the work to include adherence with the Complete Streets ordinance most particularly with bike expertise and a great deal of public engagement.

The agreement for your consideration is the standard form from MoDOT that simply says we will accept their terms in receiving grant money. This is a standard form that has been used in every grant and is required by MoDOT on all grants for all projects in the state. You will see on a future agenda an agreement for a design firm which will include the kind of scope you mention.

He also added that they anticipate design consultant selection in June and feels that July-Sept is the best time to have discussions and public engagement. MoDOT was late getting agreements out to Cities this year (approx. 3-4 months), but overall we think we are in a good position with the schedule.

**Alderman Winings introduces Bill No. 6611, an ordinance to approve the MODoT agreement for the Maryland Avenue Resurfacing Project to be read for the first time by title only. Alderman Boulton seconded.**

**City Attorney O'Keefe reads Bill No. 6611, an Ordinance Providing for the Approval and Execution of a STP-Urban Program Agreement Between the City of Clayton and the Missouri Highways and Transportation Commission and Actions Related Thereto for the first time by title only.**

**The motion passed unanimously on a voice vote.**

**Alderman Winings moved that the Board give unanimous consent to consideration for adoption of Bill No. 6611 on the day of its introduction. Alderman Boulton seconded.**

**The motion passed unanimously on a voice vote.**

**Alderman Winings introduces Bill No. 6611, an ordinance to approve the MODoT agreement for the Maryland Avenue Resurfacing Project to be read for the second time by title only. Alderman Boulton seconded.**

**City Attorney O'Keefe reads Bill No. 6611, an Ordinance providing for the Approval and Execution of a STP-Urban Program Agreement between the City of Clayton and the Missouri Highways and Transportation Commission and Actions Related Thereto for the second time by title only.**

**Alderman Winings – Aye; Alderman Boulton – Aye; Alderman Berger – Aye; Alderman Lintz – Aye; Alderman Berkowitz – Aye; Alderman Harris – Aye; and Mayor Sanger – Aye. The bill was adopted and became Ordinance No. 6479 of the City of Clayton.**

**AN ORDINANCE TO CONSIDER APPROVING THE 2ND QUARTER AMENDMENT TO THE FISCAL YEAR 2017 BUDGET**

Janet Watson provided the Board with an overview of the amendments that were included in the meeting packet:

## **General Fund**

Revenue – Net Increase of \$62,860

- DeMun Park – This grant is being received from the Municipal Park Grants for the park design in the amount of \$6,400 and will cover a majority of the design costs.
- Shared Fire Training Officer – Three cities combined to hire and share the costs of a training officer. Since the employee chosen for the position was currently a Clayton employee, he will remain our employee to continue his benefits. The total salary, benefits and other miscellaneous costs will be divided based on the number of employees covered by the training program in each fire department. The amount of \$56,460 represents the amount of reimbursement expected from the other cities for the remainder of FY17.

Expenditures – Net Increase of \$78,616

- Interior Office Enhancements – Due to two changes in staffing at the Brentwood building, minor office enhancements were required which total \$10,200.
- Shared Fire Training Officer – As mentioned above, a portion of this employee's costs will be reimbursed by the other two cities which are sharing the cost. The amount of estimated additional cost is \$44,916 in salary and benefits and \$15,500 in other miscellaneous support costs.
- DeMun Park – The park design services are estimated to cost \$8,000 which is partially offset by a planning grant.

An ordinance is attached incorporating the recommended amendments to the FY17 budget. Exhibit 1-1 provides a fund summary of the effect of the recommended amendments and the percentage effect of the accumulated amendment on each fund. Exhibit 1-2 lists the individual budget line items in this quarter's amendment.

Recommendation is to approve the attached ordinance adopting an amendment to the FY17 budget with a net effect on the City's fund balances of a decrease of \$15,756.

**Alderman Winings introduced Bill No. 6612, an ordinance to approve the FY2017 2<sup>nd</sup> Quarter Budget Amendment to be read for the first time by title only. Alderman Boulton seconded.**

**City Attorney O'Keefe reads Bill NO. 6612, an Ordinance Approving Amending the Fiscal Year 2017 Budget and Appropriating Funds Pursuant Thereto for the first time by title only.**

**The motion passed unanimously on a voice vote.**

**Alderman Winings moved that the Board give unanimous consent to consideration for adoption of Bill No. 6612 on the day of its introduction. Alderman Boulton seconded.**

**The motion passed unanimously on a voice vote.**

**Alderman Winings introduced Bill No. 6612, an ordinance to approve the FY2017 2<sup>nd</sup> Quarter Budget Amendment to be read for the second time by title only. Alderman Boulton seconded.**



**City Attorney O’Keefe reads Bill No. 6612, an Ordinance Approving Amending the Fiscal Year 2017 Budget and Appropriating Funds Pursuant Thereto for the second time by title only.**

**Alderman Winings – Aye; Alderman Boulton – Aye; Alderman Berger – Aye; Alderman Lintz – Aye; Alderman Berkowitz – Aye; Alderman Harris – Aye; and Mayor Sanger – Aye. The bill was adopted and became Ordinance No. 6480 of the City of Clayton.**

**RESOLUTIONS TO CONSIDER APPROVING THE SUBMITTAL OF A HAZARDOUS MOVING VIOLATION ENFORCEMENT GRANT APPLICATION AND A DRIVING WHILE INTOXICATED ENFORCEMENT GRANT APPLICATION**

City Manager Owens reported that the MODoT grant applications are approved and submitted annually.

In response to Alderman Harris’ question, Lieutenant Al Thuet stated that the grants do not address the procedures any differently than the normal procedures, but if an officer suspects the driver is driving under the influence of perhaps narcotics, than they will prepare an affidavit for a search warrant to take a person’s blood for testing.

In response to Alderman Berkowitz’ question, City Manager Owens stated that the monies provide extra resources beyond the normal staffing, mostly to cover overtime to have additional officers to cover enforcement.

In response to Alderman Winings’ question, City manager Owens confirmed that this is a recurring grant and that service levels will not increase as a result of the grants.

**Alderman Winings moved to approve Resolution No. 17-10, approving the submittal of the MODoT Hazardous Moving Violation Enforcement Grant Application. Alderman Boulton seconded.**

**The motion passed unanimously on a voice vote.**

**Alderman Winings moved to approve Resolution No. 17-11, approving the submittal of the Driving While Intoxicated Enforcement Grant Application. Alderman Boulton seconded.**

**The motion passed unanimously on a voice vote.**

**PRESENTATION OF FY2018 EVENT PLAN**

Gary Carter and Nichole Hinkle provided the Board with an update (attached) on the FY2018 Event Plan outline.

**CLAYTON POLICE DEPARTMENT STRATEGIC PLAN UPDATE**

Chief Murphy provided the Board with an update (attached) on the Police Department Strategic Plan. A copy of the presentation is available in the City Clerk’s office.

**Other**

Alderman Winings reported on the following:

- Recently there had been two serious crimes committed in the community and the Polo and Davis Place neighborhoods held meetings; he complimented Chief Murphy

and his staff on the work and responses in being informative and sensitive to the expressed concerns of the residents.

- The Clayton Century Foundation met and they will be creating an advisory council; they had discussion for fundraising opportunities for the DeMun playground and the Family Center playgrounds; the Foundation discussed possible updates to the projects list to present to the BOA; the joint meeting with the Board of Aldermen is scheduled for June 16.

Alderman Boulton reported on the following:

- The DeMun Park Neighborhood engagement meeting is scheduled for May 10.

Alderman Berger reported on the following:

- Expressed thanks Cindy Lerick for her leadership to the St. Louis Art Fair and relocating to California.
- The Center of Clayton Capital Plan will be presented to the Board of Education at a meeting on May 10.

Alderman Lintz reported on the following:

- Municipal League of Metro St. Louis met last month and heard a presentation from Kitty Ratcliffe, President of the St. Louis Convention & Visitors Commission with regard to renovation needs for the dome; SB190 Legislative has been approved, Economic Development and Infrastructure Investment Act.
- Uniformed Employees Retirement Fund Board met this week and reported that there are no changes; the City has exceeded \$40 million for the first time due to the market performance.

Alderman Berkowitz reported on the following:

- A Moorlands' Neighborhood meeting was held recently and Gary Carter did an excellent job.

Mayor Sanger reported on the following:

- Attended the Washington University groundbreaking for the new east campus expansion.
- The Chamber had two ribbon cutting events – CitySmiles and Optical Express.

**Alderman Harris moved that the Board adjourn to a closed meeting, with a closed vote and record, as authorized by Section 610.021(1), (2) and (3) Revised Statutes of Missouri, relating to legal issues, real estate and/or personnel, and to discuss matters related to negotiation of a contract pursuant to Section 610.021(12), RSMo. and/or proprietary information pursuant to Sec. 610.021(15), and/or information related to public safety and security measures pursuant to Section 610.021(18) and (19) RSMO. Alderman Berkowitz seconded the motion.**

**Alderman Winings – Aye; Alderman Boulton – Aye; Alderman Berger – Aye; Alderman Lintz – Aye; Alderman Berkowitz – Aye; Alderman Harris – Aye; and Mayor Sanger – Aye.**

There being no further regular business the meeting was adjourned at 9:48 p.m.

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Mayor

ATTEST:

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City Clerk



City Manager  
10 N. Bemiston Avenue  
Clayton, MO 63105

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## REQUEST FOR BOARD ACTION

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**TO:** MAYOR SANGER; BOARD OF ALDERMEN  
**FROM:** CRAIG S. OWENS, CITY MANAGER  
JUNE FRAZIER, CITY CLERK  
**DATE:** MAY 23, 2017  
**SUBJECT:** APPOINTMENTS TO BOARDS AND COMMISSIONS

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The following individuals have expressed interest in being appointed to or, as the case may be, continuing to serve as a member of the following Boards or Commissions of the City. Mayor Sanger has reviewed and agrees with the recommendations for appointment or reappointment to the respective Board or Commission and, therefore, submits the following nominations for the Board's consideration.

**City Plan Commission/ARB**

Ron Reim                      Ward 1 (Reappointment for a 3-year term through June 30, 2020)

**Economic Development Advisory Committee**

Norton Hoffman            Ward 3 (Reappointment for a 3-year term through June 30, 2020)

Robert Kerr                Ward 3 (Reappointment for a 3-year term through June 30, 2020)

**Municipal Judge**

Joseph R. Dulle            reappointment for a 2-year term through June 30, 2019

**Provisional Judge**

John Wallach              reappointment for a 2-year term through June 30, 2018 (*original term expired in 2016*)

Dan Raniere                reappointment for a 2-year term through June 30, 2019

**Public Art Advisory Committee**

Jake Reby                  (Reappointment for a 3-year term through June 30, 2020)

**Sustainability Committee**

Richard Marx              Ward 2 (Reappointment for a 3-year term through June 30, 2019 (*original term expired in 2016*))

**Recommendation:** To consider the appointments.



City Manager  
10 N. Bemiston Avenue  
Clayton, MO 63105

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## MEMORANDUM

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**TO:** MAYOR SANGER; BOARD OF ALDERMEN

**FROM:** CRAIG S. OWENS, CITY MANAGER  
SUSAN M. ISTENES, AICP, DIRECTOR OF PLANNING & DEV. SERVICES

**DATE:** MAY 23, 2017

**SUBJECT:** ANNUAL REPORT TO THE BOARD OF ALDERMEN OF  
PLAN COMMISSION/ARCHITECTURAL REVIEW BOARD ACTIVITIES  
CALENDAR YEAR 2016

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Pursuant to the City's Charter, Article IX. Section 2, the Board of Aldermen is hereby being presented with an annual report that outlines the City's Plan Commission activities for the year 2016.

During calendar year 2016, the Plan Commission/Architectural Review Board considered one hundred ten applications.

The City's Plan Commission reviewed five large-scale projects over several meetings including the Centene Clayton Campus Special Development District project, the Maryland School Townhouse project (ultimately withdrawn by the applicant), the Kol Rinah project on Maryland Avenue, the Apogee office building on Forsyth Boulevard and a revision to the Barton project (aka Vanguard) to increase the number of stories from 5 to 7.

Several public hearings were conducted including adopting an ordinance governing trees and landscaping, rezonings and plan adoptions. In addition, five applications for conditional use permits were considered during 2016. The Commission also held discussions regarding issues such as the Sunshine Law and Special Development District Regulations.

The Architectural Review Board considered the design and materials associated with several development projects, both residential and commercial.



# 2016 ANNUAL REPORT

## Plan Commission and Architectural Review Board

### **Mayor and Board of Aldermen**

Harold Sanger, Mayor

#### Ward 1

Joanne Boulton  
Richard Lintz

#### Ward 2

Cynthia Garnholz  
Ira Berkowitz

#### Ward 3

Alex Berger III  
Mark Winings

### **Plan Commission & Architectural Review Board**

Steve Lichtenfeld, Chair

Ron Reim, Vice Chair

Joanne Boulton, Aldermanic Representative

Craig Owens, City Manager

Joshua Corson

William Liebermann

Scott Wilson

#### *Former Members:*

Sherry Eisenberg

Pepe Finn

### **City Staff**

Susan Istenes, Director of Planning & Development Services

Anna Krane, Planner

Kathy Scott, Planning Technician/Assistant City Clerk

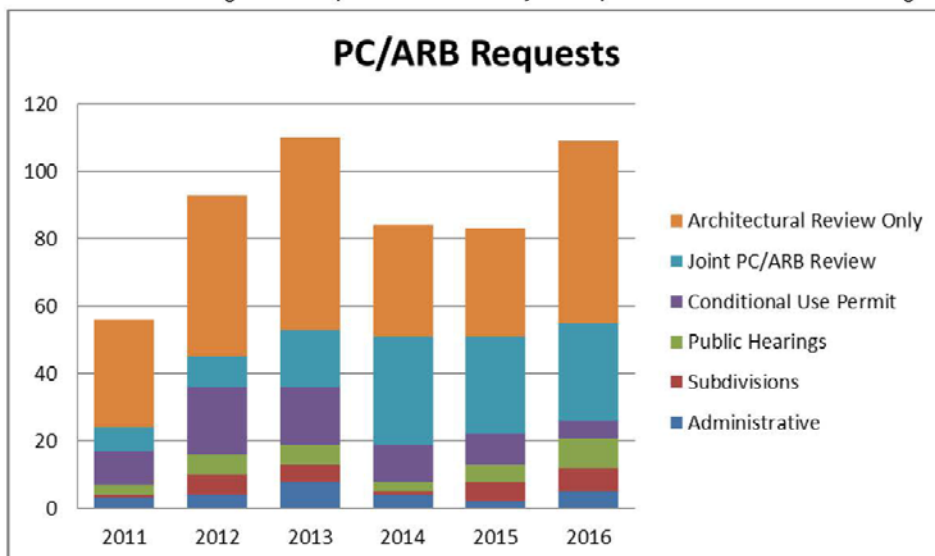
Kevin O'Keefe, City Attorney

## INTRODUCTION

The Plan Commission and Architectural Review Board (PC/ARB) are two distinct boards that are composed of the same members and hold joint meetings the first and third Monday of the month. The Plan Commission reviews and makes recommendations to the Board of Aldermen regarding Conditional Use Permits, subdivision plats, rezonings, Planned Unit Developments (PUD), Special Development Districts (SDD) and amendments to the Land Use Code. The Plan Commission is also charged with reviewing and approving site plans and boundary adjustments. The Architectural Review Board reviews the design and materials associated with new construction, additions, alterations and improvements to existing structures, to assure that proposals feature high quality design and materials, and are compatible with adjacent structures.

## YEAR IN REVIEW

In 2016, the PC/ARB considered 110 requests for a variety of projects. The following is a comprehensive list of those projects. All projects were approved or recommended for approval to the Board of Alderman unless otherwise noted. Staff believes all actions of the PC/ARB have been in conformance with the goals and policies of the City's adopted Master Plan and Zoning Regulations.



*"Public Hearings" include text amendments, plan adoption, and rezonings.*

*"Joint PC/ARB Review" includes conceptual review, site plan review, Planned Unit Development and Special Development Districts.*

*"Administrative" includes discussion sessions.*

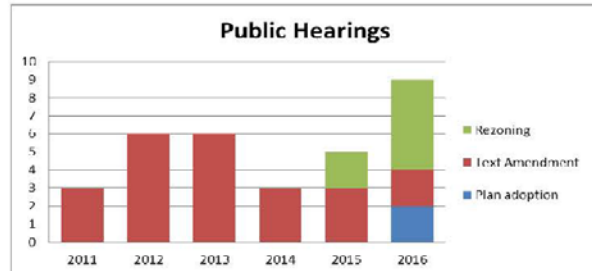
## Administrative

In 2016, the Plan Commission and Architectural Review Board held five discussion sessions with City staff regarding the following topics:

- Presentation of the 2015 Annual Report
- Replacement driveway materials
- Special Development District regulations
- Sunshine Law

## Public Hearings

During calendar year 2016, the Plan Commission held two public hearings for plan adoption, five public hearings for rezoning and two public hearings for text amendments. Public Hearings associated with Planned Unit Developments (PUD) and Special Development Districts (SDD) are counted under "Joint Plan Commission & Architectural Review Board Review."



### **Plan Adoption (2)**

- 8500 Maryland Avenue (plan amendment to height)
- 8125 Forsyth Boulevard (SDD – new office building)

### **Rezoning (5)**

- (3) Centene Clayton Campus
- 7501 Maryland Avenue – **Withdrawn by applicant**
- 121 North Brentwood Boulevard (rezone from R2 to R4) - **Recommended Denial**

### **Text Amendments (2)**

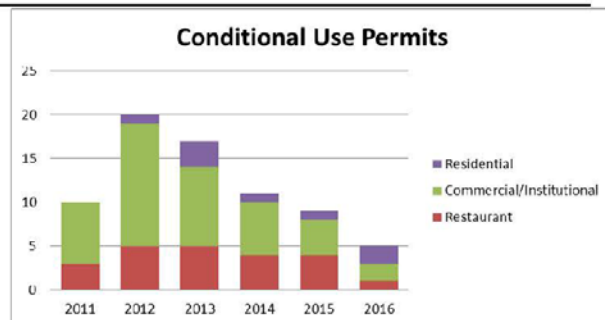
- An amendment to Chapter 405 (Zoning Regulations) to include a townhouse/townhome in the tables of permitted uses in all multi-family residential zones. – **Withdrawn by staff**
- A new Article to the Zoning Regulations regulating trees and landscaping.

## Conditional Use Permits

The Plan Commission considered five applications for Conditional Use Permits, all of which were approved by the Board of Aldermen.

### **Institutional and Commercial (2)**

- 7701 Maryland Avenue (Kol Rinah – day care facility & front yard parking)
- 8500 Maryland (Health Club - exercise coach)



### **Restaurant (1)**

- 14-16 South Bemiston Avenue (Louie's Wine Dive - restaurant expansion)

### **Residential (2)**

- 6609 Clayton Road (to allow 4 residential units)
- 7424 Cromwell Drive (ground solar system)



## Subdivisions

In 2016, the Plan Commission reviewed and recommended to the Board of Aldermen approval of seven subdivision plats, four of which were ultimately approved.

### **Subdivision (7)**

- 6364 San Bonita Avenue – Single Family
- (4) Centene Clayton Campus
- 7501 Maryland Avenue & 7500-7520 Westmoreland Avenue – Multi-Family Townhomes – **Withdrawn by applicant**
- 8500 Maryland Avenue – Mixed-Use (Barton)

## **Joint Plan Commission & Architectural Review Board Review**

In most cases, projects that require site plan review (new construction, large additions, and parking lots) by the Plan Commission also require approval by the Architectural Review Board. In 2016, the Plan Commission and Architectural Review Board considered 29 projects that required joint review.

### **Single-Family Addition (1)**

- 6364 San Bonita

### **New Single-Family (12)**

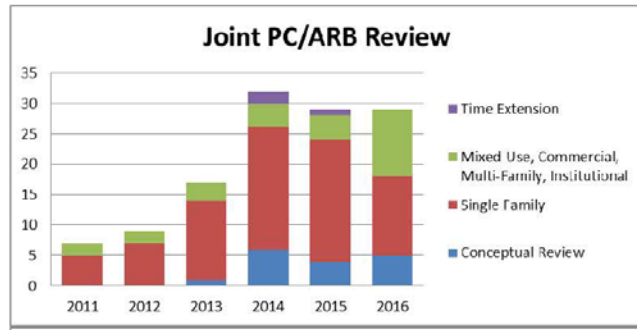
- 110 Crandon Drive
- 300 Gay Avenue
- 8300 Kingsbury Boulevard (twice)
- 6336 Alexander Drive
- 635 West Polo Drive

### **Mixed-Use/Commercial/Multi-Family (11)**

- (7) Centene Clayton Campus – multiple address sites – SDD, Sub-district 1 & Sub-district 2a
- 7701 Maryland Avenue – Kol Rinah – Addition and alterations
- 7501 Maryland Avenue & 7500-7520 Westmoreland Avenue - Residential (Maryland School Townhomes) – **Withdrawn by applicant**
- 8125 Forsyth Boulevard – New office building – Apogee
- 8500 Maryland Avenue – Barton - Amend plan to increase number of stories from 5 to 7

### **Conceptual Review (5)**

- 8321 Maryland Avenue – New Mixed-Use (Regions Bank, drive-through & retail building)
- Centene Clayton Campus – multiple address sites – SDD Project
- 15-23 Lee Avenue – New multi-family building
- 7601-7651 Clayton Road – New Mixed-Use
- 121 North Brentwood Boulevard – New multi-family building – **Recommended denial**



- 639 Langton Avenue
- 327 North Forsyth Boulevard
- 6350 Alamo Avenue
- 111 Crandon Drive
- 53 Arundel Place (amended site plan)

## Architectural Review

During 2016, the Architectural Review Board reviewed 53 projects (not including projects that also required Plan Commission review).

### **Addition/Alteration (22)**

#### **Commercial/Institutional (8)**

- 101 South Hanley Road
- 801 Seminary Place-Concordia Library
- 8025 Bonhomme-COTP (multiple times)
- 7610 Wydown Boulevard
- 7921-7927 Forsyth Boulevard
- 226 South Meramec Avenue

#### **Single Family (13)**

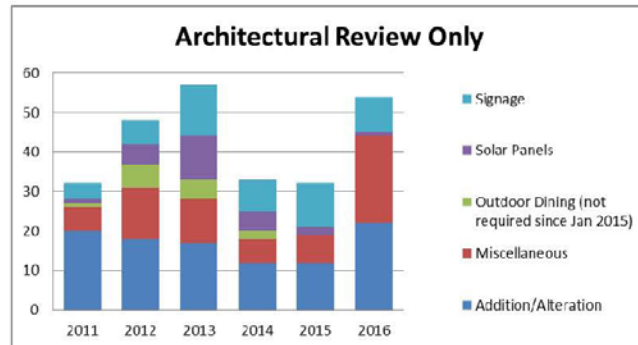
- 620 Polo Drive (pool house)
- 26 Carrswold Drive
- 6336 Forsyth Boulevard
- 8121 Pershing Avenue
- 844 Audubon Drive
- 36 Crestwood Drive
- 228 Tipton Way
- 8144 Kingsbury Boulevard
- 6319 Alexander Drive
- 8141 Stratford Drive
- 9 East Brentmoor Park
- 6465 Ellenwood Avenue (options A & B)

#### **Signage (9)**

- 230 South Brentwood Boulevard-Bethesda
- 8500 Maryland Avenue
- 7725 Clayton Road
- 8300-8400 Maryland Avenue
- 101 South Hanley Road
- 16 North Central Avenue
- 231 South Bemiston Avenue
- 7921 Clayton Road
- 8100 Maryland Avenue

#### **Solar Panels (1)**

- 7424 Cromwell Drive (ground system)



### **Miscellaneous (22)**

- 8100 Maryland Avenue – Statue (chef)
- 8100 Maryland Avenue – Fire feature
- 8100 Maryland Avenue – Canopy (twice)
- 27 Brentwood Boulevard – Shaw Park – Chapman Plaza
- 120 Linden Avenue – Retaining Wall
- 611-615 Westwood Drive – Retaining Wall
- 80 Aberdeen Place – Retaining Wall
- 715 Glenridge – Driveway replacement
- 8026 Venetian Drive – Driveway replacement (twice)
- 938 South Central Avenue – Front yard fence
- 72 Crestwood Drive – Front yard fence
- 3 Carrswold Drive – Front yard fence
- 168 North Central Avenue – Front yard fence
- 7640 Maryland Avenue – Front yard fence
- 45 Arundel Place – Front yard fence
- 26 Ridgemoor Drive – Front yard railing
- 600 South Meramec Avenue – Retaining wall
- 7507 Wellington Way – Retaining wall
- 210 South Hanley Road – Surface parking lot
- 16 South Bemiston Avenue – Louie's Wine Dive – Outdoor dining platform





City Manager  
10 N. Bemiston Avenue  
Clayton, MO 63105

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## BOARD UPDATE

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**TO:** MAYOR SANGER; BOARD OF ALDERMEN  
**FROM:** CRAIG S. OWENS, CITY MANAGER (CSO)  
**DATE:** MAY 23, 2017  
**SUBJECT:** BOARD UPDATE ON STATUS OF ONGOING PROJECTS

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The purpose of this discussion is to update the Board on significant projects that staff plans to complete in the next twelve months. The list of projects currently has more than 100 items and is organized by the staff member responsible for implementation. The projects included are in progress, completed projects are removed from the list.

The list ranges from public-facing projects such as website enhancements and sidewalk/roadway improvements to behind-the-scenes initiatives including strategic planning and software upgrades.

## Public Works

|  |             |            |            |          |            |
|--|-------------|------------|------------|----------|------------|
| Title  | 2016 CDBG   |            |            |          |            |
| Assigned To  | Status      | Priority   | Start Date | Due Date | % Complete |
| Thomas O'Mara  | In Progress | (2) Normal | 2/1/2016   | 8/1/2017 | 0.45       |
| Description  |             |            |            |          |            |
| 2017-04-24 - Project bids are into the County for review before project activity can begin. We expect to receive approval within 1 week and then we will schedule a pre-con meeting with contractor. |             |            |            |          |            |
| 2017-04-13 - Project bids closed on 4/13 and were higher than expected/programmed. The project is being evaluated for a scope reduction to meet the \$22,500 provided by the CDBG program.           |             |            |            |          |            |
| 2017-03-27 - Project is out to bid and closes on 4/13. Work will include replacement of select curb ramps at Bemiston/Bonhomme and Bemiston/Carondelet.  |             |            |            |          |            |

|   |                              |            |            |            |            |
|---|------------------------------|------------|------------|------------|------------|
| Title   | Signal Detection Replacement |            |            |            |            |
| Assigned To   | Status                       | Priority   | Start Date | Due Date   | % Complete |
| Matthew Malick  | Not Started                  | (2) Normal | 3/5/2015   | 12/31/2016 | 0.10       |
| Description   |                              |            |            |            |            |
| 2017-4-28- Met with Pat Fischer. He dug out the old Traffic monitoring PC and connected it back up to the traffic camera network. Unfortunately, none of the cameras he tested appear to be working. They are responding to network communication, just not showing any video. Will meet with CBB prior to ordering updated software and new digital cameras that will operate on Windows 10. |                              |            |            |            |            |
| 2017-2-22- Met with Sensys to view latest technology from Sensys.   |                              |            |            |            |            |
| 2016-10-3 - Met with Traffic Control Corporation last week to gather information on Autoscope signal detection equipment and how new systems will incorporate with our existing system.   |                              |            |            |            |            |

|  |   |          |            |           |            |
|--|---|----------|------------|-----------|------------|
| Title  | 10 S Brentwood - Elevator Modernization |          |            |           |            |
| Assigned To  | Status                                  | Priority | Start Date | Due Date  | % Complete |
| John Wulf  | In Progress                             | (1) High | 3/5/2015   | 9/30/2017 | 0.40       |
| Description  |   |          |            |           |            |
| 2017/04/10 – Coordinated access controls installation with IT Dept, Midwest Elevator and Tech Electronics 4/6/2017. Work on north elevator is anticipated to be completed 5/19/2017. |   |          |            |           |            |
| 2017/03/27 – work continues on the north elevator and is anticipated to be completed the week of 5/5.  |   |          |            |           |            |
| 2017/03/13 - MW Elev had crane on site 3-12-2017 to remove old equipment and lift new equipment to roof. Continuing work on north elevator.  |   |          |            |           |            |
| 2017/02/27 - MW Elev on site and mobilizing to start construction.   |   |          |            |           |            |

|  |  |          |            |           |            |
|--|--|----------|------------|-----------|------------|
| Title  | County Family Courts Project ROW Activity Permit for Streetscape |          |            |           |            |
| Assigned To  | Status   | Priority | Start Date | Due Date  | % Complete |
| Spencer Litteken   | In Progress  | (1) High | 8/1/2013   | 8/31/2016 | 0.90       |
| Description  |  |          |            |           |            |
| 04/28/2017: There are five remaining punchlist items between STL County & KCI:   |  |          |            |           |            |
| 1. Replace 2 concrete paving slabs .   |  |          |            |           |            |
| 2. Remove and replace the asphalt in Meramec.  |  |          |            |           |            |
| 3. Overpaint the striping presently on Meramec Ave. from Carondelet to Bonhomme Avenues (potentially will be a restriping depending on the mill& overlay). |  |          |            |           |            |
| 4. Pavement will be restored via a 2" mill& overlay treatment. The County reserves the option to provide a buyout based on \$36/sy.                        |  |          |            |           |            |

|   |   |            |            |           |            |
|---|---|------------|------------|-----------|------------|
| Title   | 10 N Bemiston - Parking Deck Membrane Restoration |            |            |           |            |
| Assigned To   | Status  | Priority   | Start Date | Due Date  | % Complete |
| John Wulf   | Not Started                                       | (2) Normal | 1/4/2016   | 6/30/2016 | 0.10       |
| Description   |   |            |            |           |            |
| 2017/04/25 - Parking garages have been power washed to prep for work. Work anticipated to start June 2016.    |   |            |            |           |            |
| 2016/12/21 - Received Tarlton's quote. Generating consolidated quote sheet and schedule work for spring 2017. |   |            |            |           |            |
| 2016/12/12 - Anticipate third and final quote from Tarlton by 12/16.  |   |            |            |           |            |

|   |  |            |            |           |            |
|---|--|------------|------------|-----------|------------|
| Title   | 2018 Brentwood Blvd (STP Project) - Design |            |            |           |            |
| Assigned To   | Status                                     | Priority   | Start Date | Due Date  | % Complete |
| Matthew Malick  | In Progress                                | (2) Normal | 2/22/2016  | 11/1/2018 | 0.55       |
| Description   |  |            |            |           |            |
| 2017-04-24 - At the 4/18 BOA meeting it was determined that the originally programmed project would proceed as planned with a bike facility be addressed as part of a separate/larger project. The preliminary plans will proceed and we plan to meet with MoDOT prior to prelim. plan submission to discuss key areas. |  |            |            |           |            |
| 2017-04-17 - A summary of the project history, 4 bike lane options, and median designs will be presented to the BOA on 4/18. Following that meeting staff expects to meet with MoDOT and proceed with the design to meet the 2018 construction plan.  |  |            |            |           |            |
| 2017-03-14 - Bike/Median options have been developed and will be shared with the BOA at a discussion session on 3/14/17. Shortly  |  |            |            |           |            |

|  |                              |            |            |           |            |
|--|------------------------------|------------|------------|-----------|------------|
| Title  | 2017 Residential Resurfacing |            |            |           |            |
| Assigned To  | Status                       | Priority   | Start Date | Due Date  | % Complete |
| Matthew Malick   | Not Started                  | (2) Normal | 1/17/2017  | 9/30/2017 | 0.05       |
| Description  |                              |            |            |           |            |
| 2017-04-24 - Pre-con meeting was held last week between City, Contract (NB West) and Hillcrest Trustees. Work is scheduled to begin by 5/8 with curb ramps in the Hillcrest Neighborhood. Work is then planned to progress to Wydown Forest and finally the Moorlands (following MSD and MOAW utility work). The contract allows for 150 calendar days, which puts the final day of the contract at 9/21/17. Notifications will be distributed to residents before work begins in that neighborhood. |                              |            |            |           |            |
| 2017-04-17 - Contracts are executed with NB West for this year's project. The pre-construction meeting is scheduled for 4/20 and   |                              |            |            |           |            |

|   |   |            |            |           |            |
|---|---|------------|------------|-----------|------------|
| Title   | 8011 Bonhomme - Electric Inverter Replacement |            |            |           |            |
| Assigned To   | Status  | Priority   | Start Date | Due Date  | % Complete |
| Kevin Vinyard   | In Progress                                   | (2) Normal | 12/9/2015  | 9/30/2016 | 0.20       |
| Description   |   |            |            |           |            |
| 2017/05/08 - J Wulf has reached out to get an update on the revised proposal from Graybar. Anticipate having an update before 5/12/2017.  |   |            |            |           |            |
| 2017/04/24 - Graybar responded that they anticipate having a revised proposal by 5/5/2017.  |   |            |            |           |            |
| 2017/04/18 - Met with Graybar representatives. Provided existing plans to determine the number of light fixtures to calculate the load to size the inverter. Anticipate having proposal by 4/21/2017. |   |            |            |           |            |
| 2017/03/10 - Conference called with Graybar. Investigating potential for purchasing a smaller inverter due conversion from HID to LED   |   |            |            |           |            |

|  |  |            |            |           |            |
|--|--|------------|------------|-----------|------------|
| Title  | 10 N Bemiston - Fire Dept Architectural Improvements |            |            |           |            |
| Assigned To  | Status   | Priority   | Start Date | Due Date  | % Complete |
| John Wulf  | In Progress  | (2) Normal | 3/27/2017  | 6/30/2017 | 0.20       |
| Description  |  |            |            |           |            |
| 2017/05/08 - Phase 1 of 3 started on 5/1 as anticipated. After the attic space was opened and made accessible for inspection, the Fire Marshall found additional scope of work to address the impact on the fire sprinkler system. Boyer was contacted by Pinnacle for a proposal. Proposal was received 5/8 and is being reviewed by PW for approval. Work continues on the architectural work. |  |            |            |           |            |
| 2017/04/24 - Work scheduled to start 5/1/2017. Application for Building Permit has been submitted. Work is anticipated to be completed by 6/24/2017.   |  |            |            |           |            |

|   |                                     |            |            |          |            |
|---|-------------------------------------|------------|------------|----------|------------|
| Title   | Review of Street Lighting Standards |            |            |          |            |
| Assigned To   | Status                              | Priority   | Start Date | Due Date | % Complete |
| Dale Houdeshell   | Not Started                         | (2) Normal | 5/15/2017  |          |            |
| Description   |                                     |            |            |          |            |
| Determine appropriate residential street lighting standards for the City. |                                     |            |            |          |            |

# Police

|   |  |            |            |           |            |
|---|--|------------|------------|-----------|------------|
| Title   | Strategic Plan Initiative - Conduct Staffing Needs Study |            |            |           |            |
| Assigned To   | Status   | Priority   | Start Date | Due Date  | % Complete |
| Phil LaBenda  | In Progress  | (2) Normal | 8/3/2015   | 4/30/2018 | 0.40       |
| Description   |  |            |            |           |            |
| 4/21/17 • Waiting to hear back from County relative their assist on new density mapping with some call types removed • Have average received time off calculations from HR to be used in IALEP formula • Checking with ECDC on CAD programming to have station assignments, bank runs and mail runs assigned to extra car to try and see how that affects overall CFS for uptown Districts • Arranging for ICMA webinar repeat presentation for staffing group 4/6/17 • Meeting held with strategic team to discuss geographic boundary suggestions • Will follow up on suggestions to tailor CFS natures so minor misc natures (car wash, maintenance, etc.) won't skew overall results – then conduct follow up density map from County which will better assist in determining potential new district boundaries. • Also |  |            |            |           |            |

|   |                            |            |            |           |            |
|---|----------------------------|------------|------------|-----------|------------|
| Title   | Center for Policing Equity |            |            |           |            |
| Assigned To   | Status                     | Priority   | Start Date | Due Date  | % Complete |
| Phil LaBenda  | In Progress                | (2) Normal | 4/7/2015   | 4/30/2017 | 0.60       |
| Description   |                            |            |            |           |            |
| 4/21/17 - Sent the header info for the Rejis traffic stop layout as well as the actual extract data for February. Working with Rejis to obtain past January data. Will also attempt to extract CAD data for traffic stop and suspicious auto stop entries in that system. 4/6/17 - Rejis has sent header information for data extract table; I'm working on coordinating the two to create understandable read of data for CPE; hoping to send first data transfer week of 4/10/17. 3/24/17 - Working traffic stop data from January & February to send via DMS to CPE - Rejis working on extracted data version which I can then tailor for CPE's needs - Will also send synopsis of traffic stop data from CAD system based on raw data extract 3/7/17 - Reviewing use of DMS software and type of data to be submitted. Considering use of |                            |            |            |           |            |

|   |  |            |            |            |            |
|---|--|------------|------------|------------|------------|
| Title   | Strategic Plan Initiative - Public/Private Space Cameras |            |            |            |            |
| Assigned To   | Status   | Priority   | Start Date | Due Date   | % Complete |
| Stewart Glenn   | In Progress  | (2) Normal | 10/16/2014 | 11/17/2017 | 0.50       |
| Description   |  |            |            |            |            |
| \$50,000 design per CIP has been agreed upon.<br>As part of the 2015-16 budget process, we have received figures to begin Phase 1 of a multi-phase project that will replace the temporary cameras given to us by the FBI as part of the Safe Demonstrations. Det. Lt. Bass and Chief Murphy have had three meetings with two different vendors to calculate costs associated with this Capital project. The project was not approved, so it is deferred at this time. We have just had 12 cameras reinstalled by the FBI in the CBD.<br>Met today (02/12/16) with Janet Watson for CIP review. Paperwork due on 2/29/16. CIP meeting held on 3-7-2016. |  |            |            |            |            |

|  |   |            |            |           |            |
|--|---|------------|------------|-----------|------------|
| Title  | Strategic Plan Initiative - Body Worn Cameras |            |            |           |            |
| Assigned To  | Status  | Priority   | Start Date | Due Date  | % Complete |
| Stewart Glenn  | Deferred                                      | (2) Normal | 9/22/2014  | 10/1/2017 | 0.50       |
| Description  |   |            |            |           |            |
| Det. Lt. Bas has been researching and attending demos, beginning with Data 911 on 9/22/14. Since, he has followed up with L3 on 10/2, and developed a SOP for the Grand Jury decision on 10/23. On 01/21/15, he and I met with Chris Neubeck, Taser Corporation, to obtain specs and pricing, which have been submitted in the 2015-16 Supplemental budget proposal.<br>Project shelved until next fiscal year.<br><br>In January and February, 2016, officers have met with five vendors to compare products and pricing. |   |            |            |           |            |

|   |  |          |            |           |            |
|---|--|----------|------------|-----------|------------|
| Title   | JOINT MINORITY YOUTH MENTORING PROGRAM |          |            |           |            |
| Assigned To   | Status                                 | Priority | Start Date | Due Date  | % Complete |
| Kevin Murphy  | In Progress                            | (3) Low  | 6/18/2015  | 10/2/2017 | 0.80       |
| Description   |  |          |            |           |            |
| Letters of support have been sent by Chiefs of departments where pilot program will begin in Fall, (Florissant, Hazelwood, Bellefontaine Neighbors and Ferguson), to be included in a Grant packet. Project is delayed, and it looks like it will be deferred until fall semester, still with a plan for the listed school districts and law enforcement agencies. Program scheduled to start in Ferguson-Florissant, Hazelwood, and Riverview Gardens School Districts in March, 2017, with support from Florissant, Haazelwood, and Bellefontaine Neighbors PD's. Chief Murphy invited to sit on Board of Directors for program. Discussions ongoing between city of Ferguson and Mr. Wilkerson to include PD and Riverview School District in mentoring program, along with Florissant PD, Hazelwood PD and corresponding School |  |          |            |           |            |



|  |                              |            |            |          |            |
|--|------------------------------|------------|------------|----------|------------|
| Title  | Supervisor Mentoring Program |            |            |          |            |
| Assigned To  | Status                       | Priority   | Start Date | Due Date | % Complete |
| Jack Abell   | In Progress                  | (2) Normal | 1/27/2016  | 9/1/2017 | 0.50       |
| Description  |                              |            |            |          |            |
| Final Draft and implementation by 9/1/17. (Pending)                              |                              |            |            |          |            |
| Present first draft of program by 6/30/17. (Pending)                             |                              |            |            |          |            |
| Re-evaluate material gathered by 4/30/17. (Pending)                              |                              |            |            |          |            |
| Possible incorporation and implementation under the PD Strategic Plan. (Pending) |                              |            |            |          |            |
| Queried thru IACP and received responses by 3/23/16. (Completed)                 |                              |            |            |          |            |
| Obtain info thru Calea by 3/10/16. (Completed)                                   |                              |            |            |          |            |

|  |                               |            |            |           |            |
|--|-------------------------------|------------|------------|-----------|------------|
| Title  | Accident Report Public Access |            |            |           |            |
| Assigned To  | Status                        | Priority   | Start Date | Due Date  | % Complete |
| Phil LaBenda   | Waiting on someone else       | (2) Normal | 3/1/2016   | 3/16/2017 | 0.95       |
| Description  |                               |            |            |           |            |
| 4/21/17 • Received analytic website for Lexis site (Crashlogic) • Waiting on Lexis to verify that they are receiving the necessary data transmission from Rejis 4/6/17 • Accident information forms have been updated and dispersed to patrol • Web site updated with new report access information • Still awaiting response from Lexis & CARFAX relative investigative tools for use by CID 3/24/17 • Program is now up and running via web base • Accident information forms being updated to reflect new information • Web site updated to reflect new information • Working with Lexis * CARFAX to obtain investigative tools for officer use 3/10/17 • Still waiting on Lexis Nexis to finish their end of final set up o Sent S. Person follow up email to ascertain where we stand in process. 3/3/17 • Received final signed MOUs |                               |            |            |           |            |

|   |   |            |            |           |            |
|---|---|------------|------------|-----------|------------|
| Title   | 2016-2017 Traffic Crash Reduction Grant |            |            |           |            |
| Assigned To   | Status                                  | Priority   | Start Date | Due Date  | % Complete |
| Alfred Thuet  | In Progress                             | (2) Normal | 2/1/2016   | 9/30/2017 | 0.40       |
| Description   |   |            |            |           |            |
| Write and submit grant for overtime funding and equipment. The purpose is to reduce traffic crashes on targeted surface streets and the I-170 corridor. |   |            |            |           |            |
| The grant has been written and approved by Chief Murphy.  |   |            |            |           |            |
| The grant was reviewed and approved by the City Attorney and is on the agenda for the April 12, 2016, Clayton Board of Alderman                         |   |            |            |           |            |

|   |  |            |            |           |            |
|---|--|------------|------------|-----------|------------|
| Title   | 2016-2017 Impaired Driving Reduction Grant |            |            |           |            |
| Assigned To   | Status                                     | Priority   | Start Date | Due Date  | % Complete |
| Alfred Thuet  | In Progress                                | (2) Normal | 3/3/2016   | 9/30/2017 | 0.45       |
| Description   |  |            |            |           |            |
| Write and submit grant for overtime and equipment. The purpose of the grant is to reduce impaired driving and the traffic crashes associated with impaired driving. |  |            |            |           |            |
| The grant was written and approved by Chief Murphy.   |  |            |            |           |            |

|  |                               |            |            |           |            |
|--|-------------------------------|------------|------------|-----------|------------|
| Title  | CARE - Crime Analysis Feature |            |            |           |            |
| Assigned To  | Status                        | Priority   | Start Date | Due Date  | % Complete |
| Phil LaBenda   | Waiting on someone else       | (2) Normal | 3/9/2016   | 3/31/2017 | 0.60       |
| Description  |                               |            |            |           |            |
| 2/24/17 - no updates this week   |                               |            |            |           |            |
| Working with County CARE IT in setting up Crime Analysis function utilizing CARE entry data. Functionality has been established and under review for improvements and training.  |                               |            |            |           |            |
| Link has been set up through CARE and allows for some mapping function as well as graph analysis of crime over a time period. Search parameters are being reviewed for suggested improvements to ascertain more precise queries as needed. |                               |            |            |           |            |



|   |                         |            |            |           |            |
|---|-------------------------|------------|------------|-----------|------------|
| Title HUD Laptop Display  |                         |            |            |           |            |
| Assigned To   | Status                  | Priority   | Start Date | Due Date  | % Complete |
| Phil LaBenda  | Waiting on someone else | (2) Normal | 3/9/2016   | 4/28/2017 | 0.70       |
| Description   |                         |            |            |           |            |
| 4/21/17 - County has provided one of their GPS units to test with our laptop and IT still cannot get the program to function. Waiting to hear back on Rejis service ticket. 4/6/17 - IT still having issues getting GPS data program to coordinate with County server; County is to open service ticket with Rejis 3/10/17 -Meeting held with IT on 3/8/17 to get new hires up to date on over all project. They will be examining current transition from air card to jet packs and how all will work with GPS pucks and the HUD programming. 3/3/17 - Have discussed getting back on project work with IT in coordination with County computer services. Plane to get with Pat Fischer beginning on Monday to review project scope & implementation. 2/24/17 - No further updates this week |                         |            |            |           |            |

|  |                         |            |            |           |            |
|--|-------------------------|------------|------------|-----------|------------|
| Title New Training Records Program   |                         |            |            |           |            |
| Assigned To  | Status                  | Priority   | Start Date | Due Date  | % Complete |
| Phil LaBenda   | Waiting on someone else | (2) Normal | 3/10/2016  | 3/31/2017 | 0.75       |
| Description  |                         |            |            |           |            |
| To set up new program to track training records in light of recent POST regulation guidelines. Have scheduled to meet with CMPA trainer for potential set up in an Access database system. |                         |            |            |           |            |
| Will meet with CMPA trainer on 3/18 to review out current use of Lotus Notes training records and establish guidelines for what is needed in the new tracking system.                      |                         |            |            |           |            |
| Meeting scheduled for 3/18 had to be cancelled as CMPA trainer called in sick. Follow up to be rescheduled.  |                         |            |            |           |            |

|  |             |            |            |          |            |
|--|-------------|------------|------------|----------|------------|
| Title Strategic Plan Initiative - Employee Input System  |             |            |            |          |            |
| Assigned To  | Status      | Priority   | Start Date | Due Date | % Complete |
| Mark Seagle  | In Progress | (2) Normal | 1/1/2017   | 6/1/2017 | 0.30       |
| Description  |             |            |            |          |            |
| 03/10/17 Update: The first meeting was held with the committee on 3/9. The scope of the committee and policy considerations were discussed. Eleven possible topics were proposed for the first meeting with the Chief. After a policy is developed and approved, the committee anticipates holding the first meeting with the Chief by June. 03/03/17 Update: Sgt. Seagle has organized a committee meeting for 3/9 at 1700 hours. The committee will discuss its role and craft a policy. 2/24/17 Update: Sgt. Mark Seagle met with Chief Murphy to discuss the how this committee will operate. Sgt. Seagle has started working on a General Order for the committee. He is also planning a meeting with all of the members in the near future. 2/6/17 Update Several additions have been made to the committee. |             |            |            |          |            |

|  |             |            |            |            |            |
|--|-------------|------------|------------|------------|------------|
| Title Strategic Plan Initiative - Implementation of Foot/Bike Patrol   |             |            |            |            |            |
| Assigned To  | Status      | Priority   | Start Date | Due Date   | % Complete |
| Jeffery DeVorss  | In Progress | (2) Normal | 1/1/2017   | 12/31/2017 | 0.20       |
| Description  |             |            |            |            |            |
| Implementation (10/1/17 - Pending) Budgeting Equipment (10/1/17 - pending) Training (10/1/17 - pending) Finalize Planning Objectives (3/31/17 - complete) Project committee meet to discuss planning objectives (3/31/17 - completed) Select project committee send out email (01/15/17 - completed) |             |            |            |            |            |

|  |             |            |            |          |            |
|--|-------------|------------|------------|----------|------------|
| Title Strategic Plan Initiative - Engage Social Media  |             |            |            |          |            |
| Assigned To  | Status      | Priority   | Start Date | Due Date | % Complete |
| Alfred Thuet   | In Progress | (2) Normal | 1/1/2017   |          | 0.10       |
| Description  |             |            |            |          |            |
| The Social Media Committee met on April17 and worked on new content for future posts and had a planning meeting for production of video clips. We also discussed Facebook Policy and Procedures.   |             |            |            |          |            |
| The Social Media Committee met the week of January 23rd. There were four separate meeting to a make sure all members could attend on duty. The first meeting consisted of goal setting and agenda items were set for future meetings. The committee is currently creating a database for future posts. The next meeting will be scheduled in the end of March. |             |            |            |          |            |

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|---|-------------|------------|------------|----------|------------|
| Title Strategic Plan Initiative - Create New Evaluation System  |             |            |            |          |            |
| Assigned To   | Status      | Priority   | Start Date | Due Date | % Complete |
| Brandon Musgrave  | In Progress | (2) Normal | 1/1/2017   |          | 0.45       |
| Description   |             |            |            |          |            |
| 2nd Initiative Committee Meeting has been scheduled for 04/20/2017 1PM. Meeting was completed and we narrowed a list of categories down to 11. These are the 11 that we feel would show how an officer is progressing. Next meeting will be scheduled soon. (Completed) |             |            |            |          |            |
| Compile a list of categories for possible use on an evaluation form by next meeting. Set for 4/20/2017  |             |            |            |          |            |
| 1st Initiative Committee Meeting 2/14/17 - Completed  |             |            |            |          |            |
| Meeting between Cpl. Musgrave and Lt. Abell in regards to committee meeting. 02/08/2017 (Completed)   |             |            |            |          |            |
| Identify Committee Members and Acquire Eval Examples by 2/14/17 - Completed   |             |            |            |          |            |

|  |             |            |            |            |            |
|--|-------------|------------|------------|------------|------------|
| Title 2017 Physical Abilities Testing  |             |            |            |            |            |
| Assigned To  | Status      | Priority   | Start Date | Due Date   | % Complete |
| Mark Smith   | In Progress | (2) Normal | 1/6/2017   | 12/31/2017 | 0.35       |
| Description  |             |            |            |            |            |
| 04/19/2017 Update: The health screenings were completed by MOBap on 4/14 and 4/17. We should receive the results from the screenings in May, before the first physical abilities test on 6/1. 04/12/17 Update: The first physical abilities testing date has been scheduled for June 1 at 1400 hours. Sgt. Weidenbenner's and Sgt. DeVorss' squads, as long some 8-hour personnel, will be taking the test on this date. 03/22/17 Update: Cpl. Musgrave has scheduled the health screenings with MOBap for 4/14 and 4/17. 03/10/17 Update: Cpl. Musgrave and the rep from MOBap have agreed upon two sets of dates for the health screenings. MOBap needs to verify that the dates fit into their schedule and then it can be finalized. Also, the this year's contract shouldn't change much from last year. 03/03/17 |             |            |            |            |            |

|   |             |            |            |          |            |
|---|-------------|------------|------------|----------|------------|
| Title Strategic Plan Initiative - Revise General Orders |             |            |            |          |            |
| Assigned To   | Status      | Priority   | Start Date | Due Date | % Complete |
| Matt Jacobson   | In Progress | (2) Normal | 1/1/2017   |          | 0.05       |
| Description   |             |            |            |          |            |
|   |             |            |            |          |            |

|   |             |            |            |          |            |
|---|-------------|------------|------------|----------|------------|
| Title Group Contacted and Process Begun |             |            |            |          |            |
| Assigned To                             | Status      | Priority   | Start Date | Due Date | % Complete |
| Matt Jacobson                           | In Progress | (2) Normal | 1/6/2017   |          | 0.05       |
| Description                             |             |            |            |          |            |
| Group Contacted and Process Begun       |             |            |            |          |            |
|   |             |            |            |          |            |

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|--|-------------|----------|------------|-----------|------------|
| Title Prosecuting Assistant - Court Transition - IMDS Rejis Changeover   |             |          |            |           |            |
| Assigned To  | Status      | Priority | Start Date | Due Date  | % Complete |
| Phil LaBenda   | In Progress | (1) High | 2/12/2017  | 3/31/2017 | 0.90       |
| Description  |             |          |            |           |            |
| 4/21/17 • Construction has begun on front office area to allow room for new staffing o Completion about 2 weeks o Working with outside firms for new desk • Organized split of duties among new potential personnel alignment • Officer training (train the trainer) conducted for all four squads o Court Web to begin use in approx. 2 weeks, after completed training on each squad 4/6/17 • Have accomplished two court sessions with the new transition without any issues • Scheduled for training MACA Regional training 4/21 • Scheduled for training UCR training 4/25 • Setting up officer training for CourtWeb automatic bond entry program • Front office renovation to begin week of 4/17 3/24/17 • Alexa's exact duties being worked out with TVB • Will be planning training classes for further |             |          |            |           |            |

|  |             |            |            |          |            |
|--|-------------|------------|------------|----------|------------|
| Title Strategic Plan Initiative - Focused Training Program   |             |            |            |          |            |
| Assigned To  | Status      | Priority   | Start Date | Due Date | % Complete |
| Mark Smith   | In Progress | (2) Normal | 1/1/2017   |          | 0.20       |
| Description  |             |            |            |          |            |
| 04/10/17 Update: I met with Tychsen, Stevens, and Talbott on 4/7 to discuss training ideas they obtained at the ILEETA conference. They are sending me a summary of training proposals. I will then combine them into a memo to send to the Chief for his review. Bossch was on night watch at the time of this meeting. I will be in contact with him this week. 02/24/17 Update: All of new DT equipment has arrived. We will be working with Sgt. Weidenbenner to start utilizing this equipment for training. 2/17/17 Update: Joe Stevens ordered the new DT equipment and a portion of the order was delivered on 2/17 (MMA gloves and a heavy bag). Our DT mats were moved to the new training room on the 2nd floor. Alexis Hatley completed an application to receive POST certification for the Fair & Impartial Policing |             |            |            |          |            |

|   |             |            |            |          |            |
|---|-------------|------------|------------|----------|------------|
| Title Strategic Plan Initiative - Computertized Scheduling  |             |            |            |          |            |
| Assigned To   | Status      | Priority   | Start Date | Due Date | % Complete |
| Mark Smith  | In Progress | (2) Normal | 1/1/2017   | 1/1/2018 | 0.50       |
| Description   |             |            |            |          |            |
| 04/03/17 Update: The list of potential options has been narrowed to three. Lt. Smith had an online demonstration with finalist Pace Scheduler on 3/31. He was very impressed with their system and it's the second lowest in cost. He is trying to get an online demonstration with PlanIT Police before a decision is made. 03/10/17 Update: The list of potential software options has been trimmed from eight to four based on price and capabilities. Further evaluations of the four remaining options is on-going. 03/03/17 Update: Use of Aladtec's demo site is on-going. The demo site for inTime won't be ready until the week of 3/13. We currently have most of the desired comparison information from seven of the eight vendors we are evaluating. Lt. Smith has discussed FY18 budget implications of |             |            |            |          |            |

## Planning and Development

| Title   | Permits Plus Software Replacement |          |            |           |            |
|---|-----------------------------------|----------|------------|-----------|------------|
| Assigned To   | Status                            | Priority | Start Date | Due Date  | % Complete |
| Susan M. Istenes  | In Progress                       | (1) High | 2/24/2015  | 5/27/2017 | 0.85       |
| Description   |                                   |          |            |           |            |
| 7/1 - vendor demos scheduled for week of 7/13 8/17 - Visits to 3 municipalities for reference check 8/28 - Vendor selected - Citizenserve 4/2016 - Code Enforcement Module Go Live 7/2016 - Planned go live for building permitting 5/2017 - Planned Go live for Planning |                                   |          |            |           |            |

| Title  | Code Amendment update ARB Guidelines |            |            |           |            |
|--|--------------------------------------|------------|------------|-----------|------------|
| Assigned To  | Status                               | Priority   | Start Date | Due Date  | % Complete |
| Anna Krane   | In Progress                          | (2) Normal | 5/1/2017   | 4/21/2017 | 0.05       |
| Description  |                                      |            |            |           |            |
| 4/28/2017 - Met with Steve Lichtenfeld and confirmed priority code amendment; awaiting updated scope from H3 |                                      |            |            |           |            |

| Title         | Downtown Form Based Code |            |            |          |            |
|---------------|--------------------------|------------|------------|----------|------------|
| Assigned To   | Status                   | Priority   | Start Date | Due Date | % Complete |
| Louis Clayton | Not Started              | (2) Normal | 11/3/2015  | 9/8/2017 |            |
| Description   |                          |            |            |          |            |

| Title   | Minor Sign Ordinance Update |            |            |          |            |
|---|-----------------------------|------------|------------|----------|------------|
| Assigned To   | Status                      | Priority   | Start Date | Due Date | % Complete |
| Louis Clayton   | Not Started                 | (2) Normal |            |          |            |
| Description   |                             |            |            |          |            |
| Minor updates to sign code to fix inconsistencies and staff interpretations |                             |            |            |          |            |

| Title         | Major Sign Ordinance Update |            |            |          |            |
|---------------|-----------------------------|------------|------------|----------|------------|
| Assigned To   | Status                      | Priority   | Start Date | Due Date | % Complete |
| Louis Clayton | Not Started                 | (2) Normal |            |          |            |
| Description   |                             |            |            |          |            |

|   |  |            |            |          |            |
|---|--|------------|------------|----------|------------|
| Title   | Code Amendment Townhomes in R4 and above |            |            |          |            |
| Assigned To   | Status                                   | Priority   | Start Date | Due Date | % Complete |
| Anna Krane  | Not Started                              | (2) Normal |            |          | 0.01       |
| Description   |  |            |            |          |            |
| Amend the R4 - R6 zoning districts to allow townhomes |  |            |            |          |            |

|                  |   |            |            |          |            |
|------------------|---|------------|------------|----------|------------|
| Title            | Code Amendment Property Maintenance Vacant lots |            |            |          |            |
| Assigned To      | Status  | Priority   | Start Date | Due Date | % Complete |
| Susan M. Istenes | Not Started                                     | (2) Normal | 7/7/2016   |          |            |
| Description      |   |            |            |          |            |
|                  |   |            |            |          |            |

|                  |                    |            |            |          |            |
|------------------|--------------------|------------|------------|----------|------------|
| Title            | Code Amendment SDD |            |            |          |            |
| Assigned To      | Status             | Priority   | Start Date | Due Date | % Complete |
| Susan M. Istenes | Not Started        | (2) Normal | 7/7/2016   |          |            |
| Description      |                    |            |            |          |            |
|                  |                    |            |            |          |            |

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|---|--|------------|------------|----------|------------|
| Title   | City Attorney charges for time spent on zoning application |            |            |          |            |
| Assigned To   | Status   | Priority   | Start Date | Due Date | % Complete |
| Kevin O'Keefe   | In Progress  | (2) Normal | 7/20/2016  |          |            |
| Description   |  |            |            |          |            |
| Per the Apogee project and Board discussion at budget kevin is to develop an amendment to the fee code to allow the City to charge applicants for his time when it is necessary to perform legal analysis |  |            |            |          |            |

|   |                           |            |            |          |            |
|---|---------------------------|------------|------------|----------|------------|
| Title   | Major Development Centene |            |            |          |            |
| Assigned To   | Status                    | Priority   | Start Date | Due Date | % Complete |
| Susan M. Istenes  | In Progress               | (2) Normal | 6/17/2016  |          | 0.65       |
| Description   |                           |            |            |          |            |
| Anticipate Special Development Subdistricts 2B late summer 2017 |                           |            |            |          |            |

|                  |  |            |            |          |            |
|------------------|--|------------|------------|----------|------------|
| Title            | Code Amendment Domestic Fowl add provisions for large yards setbacks |            |            |          |            |
| Assigned To      | Status   | Priority   | Start Date | Due Date | % Complete |
| Susan M. Istenes | Not Started  | (2) Normal |            |          |            |
| Description      |  |            |            |          |            |
|                  |  |            |            |          |            |

|             |  |            |            |           |            |
|-------------|--|------------|------------|-----------|------------|
| Title       | Policy regarding 1st floor retail/office |            |            |           |            |
| Assigned To | Status                                   | Priority   | Start Date | Due Date  | % Complete |
| Anna Krane  | In Progress                              | (2) Normal | 1/24/2017  | 3/20/2017 | 0.10       |
| Description |  |            |            |           |            |
|             |  |            |            |           |            |

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|---|--|------------|------------|----------|------------|
| Title   | Major Development Project Flaherty & Collins |            |            |          |            |
| Assigned To   | Status                                       | Priority   | Start Date | Due Date | % Complete |
| Anna Krane  | Not Started                                  | (2) Normal |            |          | 0.05       |
| Description   |  |            |            |          |            |
| Proposed development at the corner of Brentwood and Forsyth |  |            |            |          |            |
|   |  |            |            |          |            |

|   |  |            |            |          |            |
|---|--|------------|------------|----------|------------|
| Title   | Major Development Project Clayton and Hanley |            |            |          |            |
| Assigned To   | Status                                       | Priority   | Start Date | Due Date | % Complete |
| Anna Krane  | In Progress                                  | (2) Normal | 1/3/2017   |          | 0.15       |
| Description   |  |            |            |          |            |
| Mixed Use Clayton and Hanley Road intersection 5/1 - waiting for Developer to work out issues with County Transport |  |            |            |          |            |
|   |  |            |            |          |            |

|             |   |            |            |          |            |
|-------------|---|------------|------------|----------|------------|
| Title       | Allow Heaters for Outdoor Dining in ROW |            |            |          |            |
| Assigned To | Status                                  | Priority   | Start Date | Due Date | % Complete |
| Kathy Scott | In Progress                             | (2) Normal |            |          | 0.05       |
| Description |   |            |            |          |            |
|             |   |            |            |          |            |

## Parks and Recreation

|  |                               |            |            |           |            |
|--|-------------------------------|------------|------------|-----------|------------|
| Title  | MSD Project at Oak Knoll Park |            |            |           |            |
| Assigned To  | Status                        | Priority   | Start Date | Due Date  | % Complete |
| Patty DeForrest  | In Progress                   | (2) Normal | 3/5/2015   | 4/28/2017 | 0.95       |
| Description  |                               |            |            |           |            |
| <p>5-2-17: Due to excessive rain we are still finishing planting of the site. Will need a few good, dry days to finish this work but should be complete this month. 4-24-17: Continuing planting of site taking place this week. Anticipate completion by end of April. Will need to consider additional work that may be done later, but project is substantially complete. 3-22-17: Construction work has been completed. Restoration of site is underway; sod to be installed, then trees and bushes. Final piece will be the fencing. Anticipate completion by end of April. 2-13-17: Walk through scheduled by end of the month; restoration plan prepared; will meet with neighbors the first week of March to discuss restoration. Will begin work in April. 1-20-17: MSD work has been completed in the Park; they continue to work on the</p> |                               |            |            |           |            |

|  |                                    |            |            |           |            |
|--|------------------------------------|------------|------------|-----------|------------|
| Title  | Replacement of Recreation Software |            |            |           |            |
| Assigned To  | Status                             | Priority   | Start Date | Due Date  | % Complete |
| Toni Siering   | In Progress                        | (2) Normal | 10/1/2014  | 7/31/2017 | 0.75       |
| Description  |                                    |            |            |           |            |
| <p>4-24-17: This week begins the process of training of staff on software; 8 days of training have been scheduled over the next three weeks. Data has been migrated and next step is to set up all current memberships. On target to go live on July 17, 2017. 3-22-17: We continue to make progress towards the launch of the system; IT is working on the Active Directory portion; Staff is scheduling training sessions and testing of the program; still on track to go live in July. 2-13-17: Finance Director is working on Credit Card arrangements; staff training being scheduled for late March/early April. Will go live in July. 1-20-17: Due to a variety of issues - workload of department, coordination Active Directory implementatoin by PerfectMind and the timing of brochures, we will be delaying launch until July to ensure all</p> |                                    |            |            |           |            |

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|---|--|------------|------------|------------|------------|
| Title   | Issue RFP for Contractual Service Provider |            |            |            |            |
| Assigned To   | Status                                     | Priority   | Start Date | Due Date   | % Complete |
| Patty DeForrest   | Deferred                                   | (2) Normal | 5/29/2015  | 12/31/2017 | 0.00       |
| Description   |  |            |            |            |            |
| <p>4-24-17: Will begin work in summer on this, issue in August.<br/> 11-11-16: Will begin working on this spring 2017.<br/> Within the next year to year and a half the department will issue an RFP for contractual service providers to offer their programs through the department. This will be done in order to provide opportunities for interested parties to be allowed to propose new programs or competitive ways to offer programs we currently offer.</p> |  |            |            |            |            |

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|--|--|------------|------------|-----------|------------|
| Title  | Development of Capital Project Plan for the Center |            |            |           |            |
| Assigned To  | Status   | Priority   | Start Date | Due Date  | % Complete |
| Patty DeForrest  | In Progress  | (2) Normal | 11/25/2015 | 5/31/2017 | 0.90       |
| Description  |  |            |            |           |            |
| <p>4-24-17: Plan approved by BOA with City's capital plan. BOE to consider in May. 3-22-17: Plan will be presented to BOA at their 3-28th meeting. Waiting to hear from Mary Jo on plan for BOE. 2-24-17: Plan approved by CRSWC on 2-17-17; will be presented to BOA and BOE in March. 2-13-17: Plan approved by Finance Committee on February 2; will be presented to CRSWC at February 17th meeting; if approved will be brought to BOE and BOA by respective staff for consideration. If approved by both Boards, next phase will begin which will include design and bidding in anticipation of construction in 2019. 1-20-17: Finance Committee reviewed revised report and had some input into the final presentation; will meet again on February 2nd to look at updates and then on to the full CRSWC for</p> |  |            |            |           |            |

|   |                         |            |            |           |            |
|---|-------------------------|------------|------------|-----------|------------|
| Title   | ERA Plan for the Future |            |            |           |            |
| Assigned To   | Status                  | Priority   | Start Date | Due Date  | % Complete |
| Patty DeForrest   | In Progress             | (2) Normal | 12/7/2015  | 4/30/2017 | 0.45       |
| Description   |                         |            |            |           |            |
| <p>5-2-17: Limited attendance at public forum; those in attendance spoke to the need for both parking and field space. Several spoke to issues with parking at the Center and overall need for additional parking around the school and Center. Attendees requested that City make sure it built with a nice green buffer. Will begin moving on next steps - design and agreement with CRSWC for lease of property. 4-24-17: Have received some feedback on project; will be presenting information at Open House on April 27th. 3-22-17: Public Meeting scheduled on April 27th. Will present options and propose utilizing the space for parking to help the Center, Fields and High School. 2-13-17: Compiling data on parking patterns and needs; identifying opportunities for growth at the Center if parking is available;</p> |                         |            |            |           |            |

|   |             |          |            |           |            |
|---|-------------|----------|------------|-----------|------------|
| Title Re-accreditation of Department  |             |          |            |           |            |
| Assigned To   | Status      | Priority | Start Date | Due Date  | % Complete |
| Valerie Egel  | In Progress | (1) High | 4/15/2016  | 5/31/2017 | 0.90       |
| Description   |             |          |            |           |            |
| 4-24-17: All arrangements for visit have been made; reception scheduled for Monday, May 22nd at Clayton on the Park. 3-22-17: Self-assessment was approved by NRPA: Visiting Team of Inspectors scheduled to come May 21 - 24; arrangements being finalized. 2-24-17: Self-assessment and all associated documents were submitted today; visitation is the final step and will take place in May. 2-13-17: Director reviewing report; manuals being updated; Policy and Procedure manual approved by P & R Commission on Feb. 6th. Targetting submission on February 24th. Once submitted visit will be scheduled in May. 1-20-17: Self-assessment is due by end of February. Staff is working on updating all documents including policy and procedure manuals, maintenance manuals, etc. On-site inspection to take |             |          |            |           |            |

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|---|-------------|------------|------------|-----------|------------|
| Title Update of Public Art Master Plan  |             |            |            |           |            |
| Assigned To   | Status      | Priority   | Start Date | Due Date  | % Complete |
| Patty DeForrest   | In Progress | (2) Normal | 4/15/2016  | 5/31/2017 | 0.90       |
| Description   |             |            |            |           |            |
| 4-24-17: Update of Ordinance to be submitted by end of April; Dan is working on grid for locations of public art. Public Art page has been added to the website. 3-22-17: Meeting held to discuss changes; will move forward to BOA once PAAC Ordinance is changed. 2-13-17: Meeting scheduled with Alderman Boulton for review on Feb. 10th; will present to BOA in March. 1-20-17: Need to make further revisions based upon feedback from Alderman Boulton. Once complete will return to BOA for consideration. Anticipate doing so in March.<br>12-5-16: PAAC voted in favor of proposed changes; need to clarify next steps. |             |            |            |           |            |

|   |             |            |            |            |            |
|---|-------------|------------|------------|------------|------------|
| Title DeMun Playground and Park Improvements  |             |            |            |            |            |
| Assigned To   | Status      | Priority   | Start Date | Due Date   | % Complete |
| Patty DeForrest   | In Progress | (2) Normal | 6/24/2016  | 12/30/2017 | 0.25       |
| Description   |             |            |            |            |            |
| 4-24-17: First draft of plan submitted by consultant; Open House scheduled on May 10th at Kaldi's. Online survey set to go live on May 1st. Presentation to Parks & Recreation Commission to take place on June 5th. 3-22-17: Contract with Planning Design Studio has been executed; establishing timeline for work; public meeting to be held in April, design developed by end of June. 2-13-17: Planning Grant received; once contract documents are executed will contract with consultant to begin public outreach and design of the project. CCF to help with fundraising. 1-20-17: Applying for Planning Grant this month; if awarded will work with Planning Design Studios on a design. This will include public meetings which can be held in Ward I. Kaldi's has offered to host these meeting so look to set these up in |             |            |            |            |            |

|  |             |            |            |           |            |
|--|-------------|------------|------------|-----------|------------|
| Title Older Adult Service Study  |             |            |            |           |            |
| Assigned To  | Status      | Priority   | Start Date | Due Date  | % Complete |
| Patty DeForrest  | In Progress | (2) Normal | 6/1/2016   | 5/31/2017 | 0.60       |
| Description  |             |            |            |           |            |
| 4-24-17: Web page established with information for Older Adults, will include notice in June City Views. Books on services throughout St. Louis are now available at the Center Welcome Desk and throughout the building. Toni continues to attend meeting on location transportation options. 3-22-17: Questions being included in annual citizen survey; Toni attending regional transportation committee meetings to develop plan for St. Louis County subsidized transportation network; need to focus on web page with service opportunities next. 2-13-17: Investigating use of city guide of services available through Oasis. Need to follow-up on communication and website. 1-20-17: Toni attended INT Transportation Committee meeting this past week. Will be an option for Clayton Residents to address |             |            |            |           |            |

|  |             |            |            |            |            |
|--|-------------|------------|------------|------------|------------|
| Title Shaw Park Ice Rink Design & Bid Documents  |             |            |            |            |            |
| Assigned To  | Status      | Priority   | Start Date | Due Date   | % Complete |
| Patty DeForrest  | In Progress | (2) Normal | 6/1/2016   | 12/31/2017 | 0.25       |
| Description  |             |            |            |            |            |
| 4-24-17: Consultants presented at April 3rd Parks & Recreation Commission meeting; overall positive comments on site layout. Work on building design continues with goal of presentation to ARB in June. Ice Rink team on site on April 19th, met with staff to talk about operational requests. Storage needs to be determined in order to explore other options. Electrical system relocation to be worked out. 3-22-17: Site layout is being finalized; Steering Committee has met 3 times to try to come to consensus; will be presenting current plan at the April 3rd Parks & Recreation Commission meeting. 2-13-17: Jacobs is investigating options for placement of rink; ice melt issues and visibility from street. Second meeting being scheduled for late February. Need to establish public engagement portion of project. |             |            |            |            |            |



|   |                      |            |            |            |            |
|---|----------------------|------------|------------|------------|------------|
| Title   | Fields 5 & 6 Project |            |            |            |            |
| Assigned To   | Status               | Priority   | Start Date | Due Date   | % Complete |
| Patty DeForrest   | In Progress          | (2) Normal | 11/11/2016 | 12/29/2017 | 0.25       |
| Description   |                      |            |            |            |            |
| 5.-2-17: Parks & Recreation Commission gave their support to the inclusion of full fencing in the project. Met with consultant and will begin work on bid document this month, intend to bid in June. 4-24-17: Consideration of fencing for site waiting for discussion at Parks & Recreation Commission; consultant executing contracts; plan to begin final design work by end of April; intend to issue bid document in June. 3-22-17: Met with Design Consultant today, will need to get contract in place then can work on putting bid document together; will need to get to MSD by end of April. Anticipate bidding in June; awarding contract in July and beginning work in August. 2-13-17: Design and bid work to be completed by June; timeline for construction established. Work to begin in late summer. 11-11-16: Received |                      |            |            |            |            |

|   |                               |            |            |           |            |
|---|-------------------------------|------------|------------|-----------|------------|
| Title   | Construction of Chapman Plaza |            |            |           |            |
| Assigned To   | Status                        | Priority   | Start Date | Due Date  | % Complete |
| Patty DeForrest   | In Progress                   | (2) Normal | 11/11/2016 | 8/31/2017 | 0.55       |
| Description   |                               |            |            |           |            |
| 5-2-17: Work continues on the streetscape portion of the project. Fiber line found and needs to be reloacted; waiting on proposed change order. Will be inspecting mock-up of pond materials on Thursday. New brick work to be submitted this week. Continue to work towards a July completion for majority of work. 4-24-17: Work has been delayed these past three weeks due to April rains; still targetting end of July for substantial completion; waterfall is taking shape with stone placement underway. Have begun work on streetscape on Brentwood but waiting for locates on fiber lines that were found. Still awaiting decision by PW on lights for streetscape. 3-22-17: Project is progressing well; generally good weather; much of work on shell of waterfall is done; plaza is taking shape; will begin work on sidewalks |                               |            |            |           |            |

|   |  |            |            |           |            |
|---|--|------------|------------|-----------|------------|
| Title   | Oak Knoll Park Site Improvements and Parking Lot Project |            |            |           |            |
| Assigned To   | Status   | Priority   | Start Date | Due Date  | % Complete |
| Patty DeForrest   | In Progress  | (2) Normal | 12/5/2016  | 9/30/2017 | 0.40       |
| Description   |  |            |            |           |            |
| 4-24-17: St. Louis County has indicated they will not be doing the sidewalk during our project but would commit to doing in the near future. Asked to include room for this in the design. Work on lighting, electrical and irrigation underway. Will need to work through approval of entrance work with St. Louis County. Still target bidding in June. 3-22-17: Delayed while waiting for review by St. Louis County and some minor revisions to the plan. Additon of lighting and changes to entrance. Anticipate putting out to bid in May. 2-13-17: Working on additonal comments to bid document; lighting needs to be addressed. Anticipate issuing bid in March. 1-20-17: Need to address comments from PW with Horner and Shifrin; also some design questions. Woudl like to issue bid by end of month. |  |            |            |           |            |

# Fire

|   |                                   |            |            |           |            |
|---|-----------------------------------|------------|------------|-----------|------------|
| Title   | Command Staff Cooperative Efforts |            |            |           |            |
| Assigned To   | Status                            | Priority   | Start Date | Due Date  | % Complete |
| Mark Thorp  | In Progress                       | (2) Normal | 3/18/2015  | 10/1/2017 | 0.75       |
| Description   |                                   |            |            |           |            |
| 01/31/17 Committee and sub-committees continue to meet on monthly basis. Plan to have an interim report to the City's elected officials in March.   |                                   |            |            |           |            |
| 11/30/16 The Steering Committee has formed three subcommittees which are working on Governance/Finance, Operations and Communications/Information. The committees and the Steering Committee are meeting monthly and anticipate a progress report to the City's Elected Officials in February or March of 2017. |                                   |            |            |           |            |

|   |  |          |            |           |            |
|---|--|----------|------------|-----------|------------|
| Title   | Revise & Update City Emergency Operations Plan |          |            |           |            |
| Assigned To   | Status   | Priority | Start Date | Due Date  | % Complete |
| Matt Jacobson   | In Progress                                    | (1) High | 3/18/2014  | 1/27/2017 | 0.50       |
| Description   |  |          |            |           |            |
| 8/31/15 Project to start up again in October with completion by June 1, 2016. |  |          |            |           |            |

|               |   |          |            |           |            |
|---------------|---|----------|------------|-----------|------------|
| Title         | Emergency Management Training & Exercise Plan |          |            |           |            |
| Assigned To   | Status  | Priority | Start Date | Due Date  | % Complete |
| Matt Jacobson | In Progress                                   | (1) High | 6/18/2014  | 10/1/2016 | 0.10       |
| Description   |   |          |            |           |            |

|   |                                    |          |            |           |            |
|---|------------------------------------|----------|------------|-----------|------------|
| Title   | Emergency Operations Center Update |          |            |           |            |
| Assigned To   | Status                             | Priority | Start Date | Due Date  | % Complete |
| Mark Thorp  | Deferred                           | (1) High | 12/1/2014  | 10/1/2016 | 0.20       |
| Description   |                                    |          |            |           |            |
| 01/31/17 CIP Budget Request submitted.  |                                    |          |            |           |            |
| -----   |                                    |          |            |           |            |
| Based on Safe Demonstrations experience EOC needs evaluation and plan for remodel to meet needs of City. Walk throughs with IT, PW, PD, FD & SLCo EMA have been done to identify needs. Working on a CIP budget request to start project. |                                    |          |            |           |            |

|  |                   |          |            |          |            |
|--|-------------------|----------|------------|----------|------------|
| Title  | Fire Lane Project |          |            |          |            |
| Assigned To  | Status            | Priority | Start Date | Due Date | % Complete |
| Mark Thorp   | In Progress       | (1) High | 5/26/2015  | 6/3/2016 | 0.95       |
| Description  |                   |          |            |          |            |
| 11/30/16 letters being sent to the Country Club Court and Tuscany with information from review of options by City Staff. Meetings will be held as needed with these two areas. Initial discussions with Claverack neighborhood will be held after 1st of year. This should conclude all areas of City bringing them into compliance with same standard for emergency vehicle access. |                   |          |            |          |            |
| 10/3/16- We have CAD for fire trucks for both Country Club Ct & Tuscany. Setting up meetings with both groups to review options for compliance.  |                   |          |            |          |            |

|  |             |            |            |            |            |
|--|-------------|------------|------------|------------|------------|
| Title Standards of Cover Update  |             |            |            |            |            |
| Assigned To  | Status      | Priority   | Start Date | Due Date   | % Complete |
| Jeff Counts  | In Progress | (2) Normal | 1/13/2016  | 10/31/2017 | 0.30       |
| Description  |             |            |            |            |            |
| 10/17/16 Captain Jason Hildebrandt is leading the Risk Assessment of SOC project and should have that piece done by 12/31/2016.  |             |            |            |            |            |
| 1/13/2016 Required update to FD Standards of Cover started, lead will be BC Counts with support of all officers. In discussion with Chief, this project will begin in earnest after Accreditation class is held in June. We will not be utilizing a third party for the development of the SOC but will for production of final document as needed. Review of initial (3/10) document complete. Fact and information gathering to be completed by 8/29. The Draft Risk assessment and planning zones have been formulated and submitted to |             |            |            |            |            |

|  |             |            |            |          |            |
|--|-------------|------------|------------|----------|------------|
| Title Fire Service Accreditation   |             |            |            |          |            |
| Assigned To  | Status      | Priority   | Start Date | Due Date | % Complete |
| Mark Thorp   | In Progress | (2) Normal | 1/13/2016  | 2/1/2019 | 0.05       |
| Description  |             |            |            |          |            |
| 11/30/16 Accreditation plan approved and funded to start in FY-17 budget. Staff assigned to project and application process started with CPSE. Initial training of project staff completed and activities related to process are began in late October following Debate. |             |            |            |          |            |
| 1/12/2016 Review and set plan for CFD to complete Fire Service Accreditation. Process normally takes three years for 1st review. Plan will be presented as part of FY 2017 Budget process and implemented if funded.   |             |            |            |          |            |

|   |             |            |            |           |            |
|---|-------------|------------|------------|-----------|------------|
| Title ISO Certification Internal Review   |             |            |            |           |            |
| Assigned To   | Status      | Priority   | Start Date | Due Date  | % Complete |
| Diann Straatmann  | In Progress | (2) Normal | 3/28/2016  | 10/6/2017 | 0.15       |
| Description   |             |            |            |           |            |
| 1/31/17 We have been notified that ISO plans to conduct the review in September of 2017.  |             |            |            |           |            |
| Conduct an internal assessment of the FD based on New ISO requirements. Determine if we should request a new assessment by ISO. |             |            |            |           |            |

|  |             |            |            |          |            |
|--|-------------|------------|------------|----------|------------|
| Title Revise FD Policies and Procedures  |             |            |            |          |            |
| Assigned To  | Status      | Priority   | Start Date | Due Date | % Complete |
| Jeff Counts  | In Progress | (2) Normal | 12/15/2016 | 5/1/2017 | 0.99       |
| Description  |             |            |            |          |            |
| 01/31/17 Project committee will meet for final review on 2/1/17. Plan to issue in February with printed copy and electronic copies on Share-Point.   |             |            |            |          |            |
| The rules, regulations, policies and procedures are being updated. This has been an ongoing project and is now waiting on formatting to be completed. That is expected to be completed on 12/15, with a final review to be completed by 1/9 and publish date in paper and on shared drive NLT 1/25/17. |             |            |            |          |            |

|   |             |            |            |          |            |
|---|-------------|------------|------------|----------|------------|
| Title High-Rise Sprinkler Retrofit Compliance Schedule  |             |            |            |          |            |
| Assigned To   | Status      | Priority   | Start Date | Due Date | % Complete |
| Paul Mercurio   | In Progress | (2) Normal | 6/1/2016   | 1/9/2017 | 0.95       |
| Description   |             |            |            |          |            |
| 4-25-17 Had several meetings over the past 60 days with High-Rise Condo group, 900 & 710 S Hanley and 200 S Brentwood. Building & Fire Dept have made site visits to evaluate current building conditions, construction type, code compliance and life safety systems. Meeting with Clayton legal on department on 4/27/17 to discuss options how to structure an ordinance. Next meeting with condo group in 4/28/17. Added link to FD web page on 3/1/17 offering information on the highrise retrofit ordinance. 1/31/17 spreadsheet file name "Compliance List 1-31-17"updated PM. 12/30/16 spreadsheet updated. 12/22/16 I feel confident all building owners will have a compliance schedule to the CFD by 1/30/17. See updated spreadsheet 12/22/16 Bill # 6507, Ordinance 6396 section 205.070 list the |             |            |            |          |            |

|  |                                |            |            |           |            |
|--|--------------------------------|------------|------------|-----------|------------|
| Title  | Fire Department Bunkroom Rehab |            |            |           |            |
| Assigned To  | Status                         | Priority   | Start Date | Due Date  | % Complete |
|  | In Progress                    | (2) Normal | 2/1/2017   | 6/30/2017 | 0.20       |
| Description  |                                |            |            |           |            |
| <p>This is the planned and funded rehab of the fire department bunkrooms (13). To include new beds, matreess, electrical upgrades and flooring. A building owners representative has been contracted to help manage coordination of this project and the PW project for code compliance on the second floor, see PW site for details on that project. Anticipate completion of their rehab in conjunction with code compliance project in June of 2017. EMAIL FROM BRET WALSH ON 04-21-17: Attic renovation Construction for the attic reno will begin on May 1 and is expected to continue until June 23rd, barring any unforeseen issues. Construction will be done in 3 phases, beginning in the engine bay above the soda machine and working around to the bc/assistant chief office area. Repairs will be made from the engine</p> |                                |            |            |           |            |

## Finance and HR

|  |                                  |            |            |           |            |
|--|----------------------------------|------------|------------|-----------|------------|
| Title  | Long-Range Financial Projections |            |            |           |            |
| Assigned To  | Status                           | Priority   | Start Date | Due Date  | % Complete |
| Janet Watson   | Not Started                      | (2) Normal | 2/15/2017  | 9/29/2017 | 0.05       |
| Description  |                                  |            |            |           |            |
| <p>5/3/17 - Currently working on expanding revenue projections to 5 years.</p> <p>2/14/17 - Extending projections will be incorporated in this year's budget cycle.</p> <p>12/12/16 - Initial work will include updating current revenue projections.</p> <p>Project includes development of long-range financial projections to include all departments. Will determine whether to use community resources.</p> |                                  |            |            |           |            |

|  |  |            |            |           |            |
|--|--|------------|------------|-----------|------------|
| Title  | Choose new Financial and HR/Payroll System |            |            |           |            |
| Assigned To  | Status                                     | Priority   | Start Date | Due Date  | % Complete |
| Janet Watson   | In Progress                                | (2) Normal | 12/1/2016  | 7/15/2016 | 0.20       |
| Description  |  |            |            |           |            |
| <p>5/3/17 - RFP issue date is scheduled for the end of May.</p> <p>2/14/17 - RFP is planned to be issued in March.</p> <p>12-12-16 - Staff are completing functionality questions and RFP is near completion. Target date for issuance of RFP is 12/30/16.</p> <p>Project Description: This project consists of compiling functionality questions and issuing the RFP, followed by receipt and evaluation of proposals to choose a vendor.</p> |  |            |            |           |            |

|   |                         |            |            |           |            |
|---|-------------------------|------------|------------|-----------|------------|
| Title   | Personnel Policy Update |            |            |           |            |
| Assigned To   | Status                  | Priority   | Start Date | Due Date  | % Complete |
| Janet Watson  | Deferred                | (2) Normal | 1/25/2017  | 6/30/2017 | 0.20       |
| Description   |                         |            |            |           |            |
| <p>5/3/17 - This project is currently on hold until fully staffed. The technology use policies will be issued in June.</p> <p>2/14/17 - This work will begin in March.</p> <p>2/12/16 - With the new Human Resources Manager joining our staff, this will provide an opportunity to reinstate the policy review and update.</p> <p>Project Description: This project consists of revising the current personnel policies.</p> |                         |            |            |           |            |

## Economic Development

|   |                  |            |            |           |            |
|---|------------------|------------|------------|-----------|------------|
| Title   | Opus Development |            |            |           |            |
| Assigned To   | Status           | Priority   | Start Date | Due Date  | % Complete |
| Gary Carter   | In Progress      | (2) Normal | 1/14/2015  | 9/30/2017 | 0.50       |
| Description   |                  |            |            |           |            |
| 3/28/17 Coordinated meeting with Opus and Art Fair to plan for access during Art Fair 2017.   |                  |            |            |           |            |
| 3/13/17 Inquired about retail occupancy. Suggested Spin Pizza as possible tenant.   |                  |            |            |           |            |
| 3/6/17 Confirmed with developer that sale of parking lot wont happen until FY18   |                  |            |            |           |            |
| 2/13/17 Spoke with developer about Art Fair and access to building. I suggested he speak with Cindy at the Art Fair and seek what could make both parties happy. 12/27/16 Spoke with developer. Staff will tour Opus Central West End project in Spring. Project will have similar finishes to 25 N. Central. 12/8/16 At the request of the Mayor suggested the developer contact the Shake Shack as a possible |                  |            |            |           |            |

|   |   |            |            |          |            |
|---|---|------------|------------|----------|------------|
| Title   | Economic Development & Vibrant Downtown Action Team |            |            |          |            |
| Assigned To   | Status  | Priority   | Start Date | Due Date | % Complete |
| Gary Carter   | In Progress   | (2) Normal | 1/20/2015  |          |            |
| Description   |   |            |            |          |            |
| 12/8/16 At the request of the City Manager added Robert Denlow to the distribution list. 8/26/16 Action Team meeting held and survey results presented. 6/2/16 Met with Brian Kinman to prepare for resident survey. 5/10/16 Met with Brian Kinman about downtown surveys. Assisted Brian by setting up surveys on Survey Monkey. 4/29/16 Held meeting with Action Team. Purpose of meeting was to learn about parking study and have opportunity to provide comments and questions. 4/6/16 Provide mayor with letters, survey and emails for distribution of survey to large employers 3/15/16 Scheduled the next meeting for April 29, 2016. 3/8/16 Coordinated with Mayor, Brian, and Norton to send email request for meetings with first group to be surveyed. The group includes developers and |   |            |            |          |            |

|  |                |            |            |          |            |
|--|----------------|------------|------------|----------|------------|
| Title  | 212 S. Meramec |            |            |          |            |
| Assigned To  | Status         | Priority   | Start Date | Due Date | % Complete |
| Gary Carter  | In Progress    | (2) Normal | 5/12/2015  |          | 0.85       |
| Description  |                |            |            |          |            |
| 5/10/17 Most construction is completing. They expect to start leasing in June or July.   |                |            |            |          |            |
| 5/27/16 Settlement agreement has been approved by BOA. 10/21/15 Coordinated signatures of assignment and assumption agreement. Construction should start soon. 5/12/15 Presented latest conversation to BOA. They want to see numbers. Requested updated information from developer - no response as of yet, 5/27/2015. 5/12/15 Emailed Kevin with request to developer counsel for updated financial information and funding for review of additional requests. 5/11/15 Met with development team. They have concern of not having the ability to get full title insurance to due the pending law suit. |                |            |            |          |            |

|  |                      |            |            |           |            |
|--|----------------------|------------|------------|-----------|------------|
| Title  | Business Visits FY17 |            |            |           |            |
| Assigned To  | Status               | Priority   | Start Date | Due Date  | % Complete |
| Gary Carter  | In Progress          | (2) Normal | 10/1/2016  | 9/30/2017 | 0.82       |
| Description  |                      |            |            |           |            |
| 5/12/17 Met with Blue Bird Network from Columbia, MO about Clayton's fiber network.                        |                      |            |            |           |            |
| 5/10/17 Met with JP Fields about Parties in the Park and utility work in alley.                            |                      |            |            |           |            |
| 5/2/17 Met with Lusso about multiple issues.   |                      |            |            |           |            |
| 4/27/17 Assisted Craft Beer Cellar with parking issues.  |                      |            |            |           |            |
| 4/24/17 Assisted Avenue Restaurant with emergency parking due to utility work and blocked private parking. |                      |            |            |           |            |
| 4/6/17 Assisted DeMun Oyster Bar with outdoor dining issues and patio heaters.                             |                      |            |            |           |            |

|   |                                 |            |            |          |            |
|---|---------------------------------|------------|------------|----------|------------|
| Title   | Event: Music in the City - 2017 |            |            |          |            |
| Assigned To   | Status                          | Priority   | Start Date | Due Date | % Complete |
| Nicholle Hinkle   | In Progress                     | (2) Normal |            |          | 0.80       |
| Description   |                                 |            |            |          |            |
| 3/8/17: Ordered posters; created FB event; created FB & Twitter ads 2/22/17: Began meeting with restaurants for setup walk through  |                                 |            |            |          |            |
| 2/6/17: Secured advertising package (Ladue News, Hubbard Radio, St. Louis Magazine, St. Louis Post Dispatch) 1/31/17: Secured bands |                                 |            |            |          |            |
| 1/20/17: Finished securing restaurant locations for bands (9 participating) 1/9/17: Began securing restaurant locations for bands   |                                 |            |            |          |            |

|  |  |            |            |          |            |
|--|--|------------|------------|----------|------------|
| Title  | Event: Battle of the Badges BBQ - 2017 |            |            |          |            |
| Assigned To  | Status                                 | Priority   | Start Date | Due Date | % Complete |
| Nicholle Hinkle  | In Progress                            | (2) Normal |            |          | 0.90       |
| Description  |  |            |            |          |            |
| 4/20/17: placed ice order; purchased giveaways 4/5/17: ordered banner; issued stipends to vendors; ordered fencing; secured contract staff 3/29/17: wrote and sent out press release; sent info letter to BBQ vendors; ordered food supplies; ordered event rental supplies; ordered voting slips; secured electricity and equipment; ordered fire extinguishers 3/15/7: Ordered side dishes; ordered electric roasters; build ticket sales site; created TV ad for Center of Clayton; submitted FD permit 3/1/17: Notified Justice Center of parking lot closure; created FB event; created FB & Twitter ads; secured vendors; ordered wristbands 2/14/17: Secured stage; secured advertising; secured portable restrooms 1/23/17: Send participation request to local police and fire departments; secured location; secured entertainment |  |            |            |          |            |